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Calendar - 12-15-75  
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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 5, 1976

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Alioto  
Commissioner Chow  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of December 15, 1975.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

- 5481-75 Donald Flach, 1426 Senior Clerk Typist 12/E22, Social Services - 11-28-75.  
December 15, 1975: Over to meeting of January 5, 1976.  
Action: Return to position (Vote of 4 to 1. Commissioner Salomon dissenting.)
- 5482-75 Leon Hayden, 7514 General Laborer 1/E1, Recreation and Park - 12-9-75.  
Action: Approve.
- 5483-75 Jesse Lane, S102 Conductor V47/P85, Public Utilities Commission (Municipal Railway) - 11-4-75.  
December 1, 1975: Over to meeting of December 15, 1975.  
December 15, 1975: Over to meeting of January 5, 1976.  
Action: Refer to medical specialist at own expense.
- 5484-75 Raymond Tribble, 8321 Counselor 43/E13, Juvenile Court - 11-24-75.  
December 15, 1975: Over to meeting of January 5, 1976.  
Action: Approve.
- 5485-75 Velma Wise, 1720 Key Punch Operator 37/E6, Controller (EDP) - 11-25-75.  
December 15, 1975: Over to meeting of January 5, 1976.  
Action: Return to position following medical clearance.

RESIGNATIONS:

- 5486-75 Julia G. Forte, 2302 Orderly 4/E252, Public Health (San Francisco General Hospital) - 12-1-75.  
Action: Approve. Not to be certified again to Department of Public Health.
- 5487-75 Joseph Gene Gibson, S102 Conductor 133/E107, Public Utilities Commission (Municipal Railway) - 11-12-75.  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after satisfactory completion of one year's work experience outside the City and County service. Not to be certified again to Public Utilities Commission.

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RESIGNATIONS: (continued)

5488-75 Joseph W. Howard, S102 Conductor 27/E109, Public Utilities Commission (Municipal Railway) - 11-3-75.

Action: Accept resignation with services satisfactory. Not to be certified to any position involving the operation of a motor vehicle.

5489-75 Romeo Martin, 1240 Assistant Personnel Analyst CETA, Public Utilities Commission (Municipal Railway) - 12-3-75.

Action: Approve. Not to be certified again to Public Utilities Commission.

5490-75 William H. Roscow, 1424 Clerk Typist 248/E181, Social Services - 8-25-75.

December 15, 1975: Over to meeting of January 5, 1976.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after satisfactory completion of six months' work experience outside the City and County service. Future employment subject to medical clearance by the Civil Service Commission Examining Physician. Not to be certified again to Department of Social Services. (Vote of 3 to 2. Commissioners Salomon and Alioto dissenting.)

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5491-75 John R. Hanson, 7560 Field Conservation Aide CETA, Recreation and Park - 12-16-75.

Action: Approve. No future employment with the City and County of San Francisco.

5492-75 Willie Kittling, 2736 Porter CETA, Public Health (Laguna Honda Hospital) - 7-28-75.

Action: Over to meeting of January 19, 1976.

5493-75 Anthony E. Miller, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 12-16-75.

Action: Approve. Not to be certified again to Department of Public Works.

5494-75 Wilmer Mitchell, 2736 Porter CETA, Public Health (San Francisco General Hospital) - 12-12-75.

Action: Over to meeting of January 19, 1976.

5495-75 Gloria Morris, 1422 Junior Clerk Typist CETA, Mayor's Office of Manpower - 12-12-75.

Action: Approve.

5496-75 Fidel Monroy, 2736 Porter CETA, Public Health (San Francisco General Hospital) - 12-11-75.

Action: Approve. Not to be certified again to Department of Public Health.

5497-75 Kam Yuk Yu, 1424 Clerk Typist CETA, Public Works (Building Inspection)- 12-16-75.

Action: Approve.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5498-75 Alicia B. Cabuco, 1444 Clerk Stenographer 12/259, Public Works (Building Inspection) - 12-11-75.

Action: Return name to list not under waiver. Not to be certified again to Department of Public Works.



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TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5499-75 Richard Kern, 1458 Legal Stenographer 1/E36, Finance and Records (Public Administrator) - 12-10-75.
- Action: Return name to list not under waiver. Not to be certified again to the Public Administrator.
- 5500-75 John G. Miller, 2312 Licensed Vocational Nurse V5/E68, Public Health (San Francisco General Hospital) - 11-28-75.
- December 15, 1975: Over to meeting of January 5, 1976.
- Action: Return name to list not under waiver. Not to be certified again to San Francisco General Hospital. (Vote of 4 to 1. Commissioner Alioto dissenting.)
- 5501-75 Parmjit S. Nijar, 5252 Assistant Mechanical Engineer 11/E5, Public Works (Engineering) - 10-15-75.
- November 3, 1975: Over to meeting of November 17, 1975.  
November 17, 1975: Over to meeting of December 1, 1975.  
December 1, 1975: Over to meeting of December 15, 1975.  
December 15, 1975: Over to meeting of January 5, 1976.
- Action: Return name to list not under waiver. If certified to Department of Public Works, not to be assigned to the same supervisor again. (Vote of 3 to 2. Commissioners Tarantino and Salomon dissenting.)
- 5502-75 Columbus Ware, 2736 Porter 35/E48, Public Health (San Francisco General Hospital) - 12-11-75.
- Action: Approve. Cancel all current examination and eligibility status. No future employment with the City and County of San Francisco.

TERMINATION OF PROBATIONARY APPOINTMENT: (promotive)

- 5503-75 William E. Marquardt, 5256 Mechanical Engineer 1/P3, Public Utilities Commission (Municipal Railway) - 12-2-75.
- Action: Over to meeting of February 2, 1976.

IN-SERVICE ACTIVITIES:

- 2267-75 Proposed Charter Amendment to Section 8.405 - Relating to the fixing of the salaries of uniformed forces in the Police and Fire Departments to provide that compensation shall not be reduced below rate in effect on June 30, 1976.
- Action: Adopt amended Staff Report and forward to the Board of Supervisors. (Vote of 4 to 1. Commissioner Salomon dissenting.)
- 2268-75 Proposed Charter Amendment to Section 8.324 - Veteran's Preference in Examinations (modernization of procedures).
- Action: Adopt Staff Report and forward to the Board of Supervisors.
- 2269-75 Proposed Charter Amendment to Section 8.341 - Dismissal for Cause (eliminates suspension prior to hearing).
- Action: Adopt Staff Report and forward to the Board of Supervisors.
- 2270-75 Proposed Charter Amendment to Section 8.300 - (A) (5) Positions Subject to Civil Service (Exceptions) (provides for additional exempt positions).
- Action: Off Calendar.
- 2271-75 Proposed Charter Amendment to Section 8.326 - Promotions in General (merges promotive and entrance lists).
- Action: Off Calendar.



IN-SERVICE ACTIVITIES: (continued)

- 2272-75 Proposed Charter Amendment to Section 8.362 - Leaves for American Red Cross Members (deletes obsolete section).
- Action: Adopt Staff Report and forward to the Board of Supervisors.
- 2273-75 Special Report - Lewis Bibler, 2520 Morgue Attendant.
- Action: Approve termination of temporary appointment of Lewis Bibler, 2520 Morgue Attendant, Department of Public Health, Laguna Honda Hospital.
- 2280-75 Proposed Charter Amendment to Section 8.323 - Protests of Tentative Lists of Eligibles.
- Action: Adopt Staff Report and forward to the Board of Supervisors. (Vote of 3 to 2. Commissioners Powell and Salomon dissenting.)

MISCELLANEOUS:

- 3056-75 From the heads of various departments requesting authorization to make non-civil service appointments:
- Oral authorization numbers: 9333-9370
- Action: Approve.
- 3057-75 Requests from departments to back date requisitions:
- |         |                              |          |              |
|---------|------------------------------|----------|--------------|
| T-50412 | 7426 Elevator Operator       | 12-8-75  | Public Works |
| T-50493 | 7372 Stationary Engineer, SP | 12-12-75 | " "          |
| T-50444 | 7372 " " "                   | 12-20-75 | " "          |
- Action: Approve as recommended by Committee.

CLASSIFICATION AND PAY:

- 0011-73 Request to survey one budgeted position in Class 2464 Senior Microbiologist, Water Department, Purification Division.
- Action: Off Calendar. Refer to staff.
- 0494-74 Survey of five budgeted positions in the S.F. Unified School District, School Transportation Office.
- Action: Adopt Staff Report.
1. Establish new classification, 9126 School Transportation Schedule (Sal. Sch. 30.7 \$428-514 B/W, \$934-1122 monthly, \$11,214-13,467 annually.
  2. Allocate five positions to new classification.
  3. Advise the School District to amend its Annual Salary Resolution accordingly.
- 0614-75 Amendments to the specifications for Classes 5120 Architectural Administrator, 5260 Architectural Assistant I and 5261 Architectural Assistant II.
- Action: Adopt Staff Report. Amend specifications for classes:
- |                                  |
|----------------------------------|
| 5120 Architectural Administrator |
| 5260 Architectural Assistant I   |
| 5261 Architectural Assistant II  |
- 0629-75 Request for supervisorial differential adjustments re Salary Standardization Ordinance, Section IV.H.
- Action: Adopt Staff Report. Approve as indicated in report.
- 0691-75 Survey of one position in Class 1424 Clerk Typist, San Francisco Unified School District.
- Action: Deny Staff Report.



CLASSIFICATION AND PAY: (continued)

0692-75 Classification of one new position (1975-76 budget) in Class 2724 School Custodian, Male, San Francisco Unified School District, Children's Centers.

Action: Adopt Staff Report. Classify one new 2724 School Custodian, Male (\$5,257H), San Francisco Unified School District; advise the District to amend its Annual Salary Resolution accordingly.

0693-75 Reclassification of one Q2 Police Officer to Assistant Inspector, Police Department.

Action: Adopt Staff Report. Reclassify one Q2 Police Officer position to Q35 Assistant Inspector.

0703-75 Review of a personal services contract between the Office of the Mayor and Thelma Shelley.

Action: Contract reviewed; forward to the Purchaser of Supplies.

RECRUITMENT AND EXAMINATIONS:

40428-75 Protests of Eligible List P-2 for 9212 Airfield Safety Officer.

December 1, 1975: Over to meeting of December 15, 1975.

December 15, 1975: 1. Appeal of Robert Imbellino: Over to next meeting.

2. Appeal of Samuel Rascon: Over to next meeting: further staff research required. Mr. Rascon to be advised by staff in writing of enumerated documentation required.

3. Adopt Eligible List P-2 for 9212 Airfield Safety Officer. Place Mr. Imbellino (Rank 24) and Mr. Rascon (Rank 5) under waiver pending Civil Service Commission final action. Because of Mr. Rascon's ranking, hold one permanent requisition pending resolution of his status.

Action: 1. Deny appeal of Robert Imbellino. Remove name from eligible list.

2. Appeal of Samuel Rascon over to the meeting of January 19, 1976.

40461-75 Request to change List E-8 for Class 7530 Street Cleaner.

Action: Adopt Staff Report. Amend the Street Cleaner List by giving Mr. Reagan his correct registration number of 32230 and a new rank of 27.5.

40467-75 Request for approval of the Board of Supervisors to hold a promotive examination, 2112 Medical Record Technician, for one qualified applicant.

Action: Adopt Staff Report. Request approval from the Board of Supervisors to hold the promotive examination 2112 Medical Record Technician for one candidate.

40482-75 Appeal of staff's denial of protest re written examination for 1450 Principal Clerk Stenographer.

Action: Adopt Staff Report. Deny appeal of Norma McNamara.

40491-75 Peremptory Writ of Mandamus #693-042 - Joseph Munoz vs. San Francisco City and County Civil Service Commission and Carol Martinez, et al. (3320 Animal Keeper Eligible List #E-7).

Action: Adopt Staff Report.

1. Cancel Eligible List E-7.
2. Cancel certification of Carol Martinez
3. Issue new announcement
4. Notify all persons on list

40271-75 Q2 Police Officer examination - Special Reports.

Action: Over to the meeting of January 19, 1976.



# SAN FRANCISCO CIVIL SERVICE COMMISSION

JOSEPH C. TARANTINO  
WILLIAM JACK CHOW  
FRANK N. ALIOTO  
GENEVIEVE POWELL  
DARRELL SALOMON

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

BERNARD ORSI

General Manager, Personnel

*Calendar - Action Taken*

## SPECIAL MEETING

Room 282, City Hall

January 12, 1976, 10 a.m.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

DOCUMENTS

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### CLASSIFICATION AND PAY:

1009-76 1976-77 recommendations on salaries for employees pursuant to the provisions of Section 8.400 and 8.401 of the Charter.

Action: Adopt Amended Staff Report and forward to the Board of Supervisors.

1010-76 Review of Personal Services Contract between the Office of the Mayor and Steven Thompson.

Action: Contract reviewed; forward to the Purchaser of Supplies.

1011-76 Review of Personal Services Contract between the Office of the Mayor and Raymond Sullivan.

Action: Contract reviewed; forward to the Purchaser of Supplies.

### RECRUITMENT AND EXAMINATIONS:

40437-75 Appeals on ratings in Fire Department promotional examinations.

December 1, 1975: Over to meeting of December 15, 1975.  
December 15, 1975: Off Calendar: Staff to notify all participants of right to request credit for service without pay in a higher rank. Additional credits to be awarded pursuant to Charter Section 8.327 upon confirmation by Fire Department.

Action: Under submission.





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 19, 1976

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Excused: Commissioner Chow  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of January 5, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATION:

5001-76 Emelita S. Kee, 1220 Payroll Clerk 25/E3, Public Utilities Commission (Municipal Railway) - 10-8-75.

Action: Off Calendar.

RESIGNATION:

5002-76 Spencer M. Davis, S104 Motorman 252/E107, Public Utilities Commission (Municipal Railway) - 11-21-75.

Action: Approve. Not to be certified to Public Utilities Commission again.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5003-76 James Barton, 2736 Porter CETA, Public Health (Central Office) - 12-29-75.

Action: Approve. Not to be certified to Department of Public Health again.

5004-76 James N. Baum, 8202 Watchman CETA, Public Utilities Commission (Municipal Railway) - 1-5-76.

Action: Approve. Not to be certified to Public Utilities Commission again.

5005-76 Milton Bryant, 2586 Health Worker II CETA, Public Health (Central Office) - 12-29-75.

Action: Approve. No future employment with the City and County of San Francisco.

5006-76 George Horton, 2586 Health Worker II CETA, Public Health (Central Office) - 12-29-75.

Action: Approve.

5007-76 Darryl Jefferson, 2736 Porter CETA, Public Health (San Francisco General Hospital) - 12-19-75.

Action: Approve. Not to be certified to Department of Public Health again.

5008-76 Donald Jones, 2586 Health Worker II CETA, Public Health (Central Office) - 12-22-75.

Action: Approve.



TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

- 5009-76 Willie Kittling, 2736 Porter CETA, Public Health (Laguna Honda Hospital) - 7-28-75.
- January 5, 1976: Over to meeting of January 19, 1976.
- Action: Approve. Cancel all current examination and eligibility status. No future employment with the City and County of San Francisco.
- 5010-76 Patricia McNeil, 7560 Field Conservation Aide CETA, Recreation and Park - 1-5-76.
- Action: Over to meeting of February 2, 1976.
- 5011-76 Wilmer Mitchell, 2736 Porter CETA, Public Health (San Francisco General Hospital) - 12-12-75.
- January 5, 1976: Over to meeting of January 19, 1976.
- Action: Approve.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5012-76 Ofelia Aganon, 2636 School Lunchroom Area Supervisor 3/E5, San Francisco Unified School District - 1-2-76.
- Action: Over to meeting of February 2, 1976.
- 5013-76 Flordeliza Johnson, 1708 Senior Telephone Operator 9/E1, Public Health (San Francisco General Hospital) - 1-12-76.
- Action: Over to meeting of February 2, 1976.
- 5014-76 Sharon C. McCurn, 2425 Radiologic Technologist I 3/E2, Public Health (San Francisco General Hospital) - 1-12-76.
- Action: Return name to eligibility list not under waiver.
- 5015-76 Robert Sams, S102 Conductor 372/E11, Public Utilities Commission (Municipal Railway) - 11-6-75.
- Action: Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff. Not to be recertified to Public Utilities Commission.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5016-76 William H. Breitenstein, 7376 Sheet Metal Worker V11/E2, Public Works (Building Repair) - 12-19-75.
- Action: Approve. Return name to eligibility list not under waiver. Refer to staff the question of benefits for job-incurred illness.
- 5017-76 Patricia Gilbert, 1424 Clerk Typist 22/E187, San Francisco Community College District - 1-6-76.
- Action: Approve. Cancel all current eligibility status.

CLASSIFICATION AND PAY:

- Addendum  
0508-75 Classification of one new position (1975-76 Budget) Department of Public Health, Division of Outpatient Clinics.
- Action: Adopt Staff Report. Delete one new (1975-76 Budget) A109 Health Care Audit Technician (Sal. Sch. 26.3 \$351-420 B/W); add one 2112 Medical Records Technician (Sal. Sch. 27.5 \$370-444 B/W); amend Section 557010 of the Annual Salary Ordinance accordingly.



CLASSIFICATION AND PAY: (continued)

- 1012-76 Classification of one new position (1975-76 Budget) in Class 1450 Principal Clerk Stenographer, San Francisco Community College District.
- Action: Adopt Staff Report. Classify one new position to Class 1450 Principal Clerk Stenographer (Sal. Sch. 28.0 \$827M989); advise the Community College District to amend its Annual Salary Resolution accordingly.
- 1013-76 Policy statement on the establishment of permanent part time positions.
- Action: Over to meeting of February 2, 1976.
- 1014-76 Survey of staff organization and positions in the Office of Emergency Services.
- Action: Adopt Staff Report. Transmit the following recommendations to Mayor George Moscone.
1. Retitle 8246 Disaster Corps Director to 8246 Director, Emergency Services and amend class specification (Sch. 42.6 \$1627-1973M).
  2. Recommend to the Department that a Charter amendment be initiated to authorize that filling of this position by exempt appointment.
  3. Abolish Class 8242 Medical Coordinator, Disaster Corps (Sch. 31.6 \$974-1170M).
  4. Create new Class 8247 Emergency Planning Coordinator (Sch. 39.1 \$1378-1664M). Adopt specification and allocate one position to this new class.
  5. Recommend to the Department that the position allocated to Class 5268 Architect (Sch. 41.4 \$1537-1856M) be abolished when such an action will not adversely affect the incumbent; advise the Director, Emergency Services to secure architectural services from Department of Public Works through Inter-departmental Work Order when the subject position is vacated.
  6. Reclassify two 1444 Clerk Stenographer positions (Sch. 24.5 \$705-847M) to two 1426 Sr. Clerk Typist (Sch. 25.5 \$738-886M) when such action will not adversely affect the incumbents.
  7. Recommend to the Department that an amendment to the residency ordinance be initiated to require all assigned personnel in the Office of Emergency Services to be residents of the City and County of San Francisco or immediately adjacent San Mateo County communities. It is further recommended that the provisions of the residency requirement be the subject of a hearing by the appropriate committee of the Board of Supervisors.
  8. Amend Section 131010 of the Annual Salary Ordinance to reflect these changes.

IN-SERVICE ACTIVITIES:

- 2014-76 Proposed amendment to Civil Service Rules - Section 6.06 Procedure for Dismissal by Appointing Officer of Regular Permanent Employee.
- Action: Post for two weeks for adoption on February 2, 1976.
- 2020-76 Budget Request, Civil Service Commission, Fiscal Year 1976-77.
- Action: Approve request and forward to the Office of the Mayor.
- 2021-76 Resolution of commendation for Georgia M. Nelson, Finance and Records, upon her retirement.
- Action: Approve.
- In-Service Activities continued on page 4.

MISCELLANEOUS:

- 3001-76 From the heads of various departments requesting authorization to make non-civil service appointments:
- Oral authorization numbers: 9371-9414
- Action: Approve.





MISCELLANEOUS: (continued)

3002-76 Requests from departments to back date requisitions and extension:

T-50025	1424 Clerk Typist	12-24-75	Fire Commission
T-50459	Ext. 7372 Stationary Engineer	1-1-76	Public Works

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

40428-75 Protests of Eligible List P-2 for 9212 Airfield Safety Officer.

December 1, 1975: Over to meeting of December 15, 1975.

December 15, 1975: Appeal of Samuel Rascon over to next meeting.

Further staff research required. Mr. Rascon to be advised by staff in writing of enumerated documentation required. Place Mr. Rascon (Rank 5) under waiver pending Civil Service Commission final action. Because of Mr. Rascon's ranking, hold one permanent requisition pending resolution of his status.

January 5, 1976: Appeal of Samuel Rascon over to the meeting of January 19, 1976.

Action: Off Calendar.

40006-76 Dempsey v. City and County of San Francisco, et al - Superior Court No. 672-938.

Action: No appeal to be filed.

40271-75 Q2 Police Officer examination - Special Report.

Action: Adopt Staff Report. Deny appeal of Laura Helm. (Commissioner Salomon dissents.)

IN-SERVICE ACTIVITIES: (continued)

2022-76 Appeal of the decision of the Superintendent of Schools to place employee on sick leave without pay.

Action: Adopt Staff Report. Grant appeal of Homer Easley. Mr. Easley to be reexamined every six months by the Civil Service Commission Examining Physician.

UNDER SUBMISSION:

RECRUITMENT AND EXAMINATIONS:

40437-75 Appeals on ratings in Fire Department promotional examinations.

December 1, 1975: Over to meeting of December 15, 1975.

December 15, 1975: Off Calendar: Staff to notify all participants of right to request credit for service without pay in a higher rank. Additional credits to be awarded pursuant to Charter Section 8.327 upon confirmation by Fire Department.

January 12, 1976: Under submission.

Action: January 14, 1976 - adopt staff reports, adopt lists of eligibles as amended.





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# SAN FRANCISCO CIVIL SERVICE COMMISSION

JOSEPH C. TARANTINO  
WILLIAM JACK CHOW  
FRANK N. ALIOTO  
GENEVIEVE POWELL  
DARRELL SALOMON

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

BERNARD ORSI

General Manager, Personnel

# SPECIAL MEETING

Room 52-A (Basement), City Hall

January 29, 1976, 4 p.m.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Powell  
Commissioner Salomon  
Excused: Commissioner Alioto  
Commissioner Tarantino presided.

*Calendar - Actions Taken*

DOCUMENTS

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## CLASSIFICATION AND PAY:

1021-76 Administrative Provisions of the Salary Standardization Ordinance (Charter Sections 8.400 and 8.401) 1976-77.

Action: Adjourn to 10 a.m. Monday, February 2, 1976, in Room 282, City Hall.

## IN-SERVICE ACTIVITIES:

2045-76 Letter to California Apprenticeship Council Supporting proposed amendments to California Plan re women in craft apprenticeship programs.

Action: Send letter as amended.



## SAN FRANCISCO CIVIL SERVICE COMMISSION

JOSEPH C. TARANTINO  
WILLIAM JACK CHOW  
FRANK N. ALIOTO  
GENEVIEVE POWELL  
DARRELL SALOMON

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

BERNARD ORSI

General Manager, Personnel

*- Calendar - General*

# SPECIAL MEETING

Room 282, City Hall

February 2, 1976, 10 a.m.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

### CLASSIFICATION AND PAY:

1021-76 Administrative Provisions of the Salary Standardization Ordinance (Charter Sections 8.400 and 8.401) 1976-77.

January 29, 1976: Adjourn to 10 a.m. Monday,  
February 2, 1976, in Room 282,  
City Hall

Action: Adopt Staff Report and transmit to the Board of Supervisors for its consideration without recommendation of its acceptance or rejection. (Vote of 4 to 1. Commissioner Salomon dissents, urging recommendation of the Staff Report.)



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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 2, 1976

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

*Calendar - 2.4.76*

MINUTES:

Regular Meeting of January 19, 1976.

Action: Approve.

DOCUMENTS

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SEPARATIONS FROM SERVICE:

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AUTOMATIC RESIGNATION:

5019-76 James Mulry, 7342 Locksmith 2/E2, Public Works (Building Repair) - 1-15-76.

Action: Approve. Not to be certified to Department of Public Works again.

RESIGNATION:

5020-76 Ruth Boyer, 2320 Registered Nurse 8/E342, Public Health (Central Office) - 12-14-75.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after satisfactory completion of six months' work experience outside the City and County service.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5021-76 Patricia McNeil, 7560 Field Conservation Aide CETA, Recreation and Park - 1-5-76.

January 19, 1976: Over to meeting of February 2, 1976.

Action: Approve.

5022-76 David Beglinger, 9960 Assistant to Professional CETA, Mayor's Office of Manpower - 1-20-76.

Action: Approve.

5023-76 Daniel Garcia, 9960 Assistant to Professional CETA, Mayor's Office of Manpower - 1-20-76.

Action: Approve.

5024-76 Marie White, 2930 Psychiatric Social Worker CETA, Public Health (Community Mental Health Services) - 1-6-76.

Action: Approve.

5025-76 Angelina Lacanadle, 2585 Health Worker I CETA, Public Health (Central Office) - 1-16-76.

Action: Approve.



TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

- 5026-76 Reconsideration of Civil Service Commission action of January 19, 1976 - Wilmer Mitchell, 2736 Porter CETA, Public Health (San Francisco General Hospital) - 12-12-75.
- January 19, 1976: Action: Approve.
- Action: 1. Rescind action of January 19, 1976.  
2. Disapprove. Return to position from which terminated.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5027-76 Curtis Jean, S104 Motorman 339/E111, Public Utilities Commission (Municipal Railway) - 8-6-75.
- December 1, 1975: Over to meeting of December 15, 1975.  
December 15, 1975: Action: Refer to medical appeals specialist at own expense.
- Action: Over to meeting of February 17, 1976. The Commission stipulated that this is a final continuance.
- 5028-76 Flordeliza Johnson, 1708 Senior Telephone Operator 9/E1, Public Health (San Francisco General Hospital) - 1-12-76.
- January 19, 1976: Over to meeting of February 2, 1976.
- Action: Return name to list not under waiver. Not to be certified to San Francisco General Hospital again.
- 5029-76 Ofelia Aganon, 2636 School Lunchroom Area Supervisor 3/E5, San Francisco Unified School District - 1-2-76.
- January 19, 1976: Over to meeting of February 2, 1976.
- Action: Return name to list not under waiver.
- 5030-76 Joanna Burke, 1424 Clerk Typist 417/E181, Juvenile Court (Probation Office) - 6-2-75.
- Action: Off Calendar
- 5031-76 Gloria Grayson, 1444 Clerk Stenographer 3/E10, Public Works (Architecture) - 1-16-76.
- Action: 1. Return name to list. Not to be certified to Department of Public Works again.  
2. Motion to reconsider: Reconsideration granted. Recalendar February 17, 1976. Continue under waiver of employment until final determination of future employability made.
- 5032-76 Santee Jacob, 2714 Janitor 10/E35, Airports Commission - 1-26-76.
- Action: Approve. Not to be certified to the Airports Commission again. (Vote of 3 to 2. Commissioners Alioto and Salomon dissenting.)
- 5033-76 Richard Milburn, 2714 Janitor V57/E58, Airports Commission - 1-15-76.
- Action: Approve. Not to be certified to the Airports Commission again. (Vote of 3 to 2. Commissioners Alioto and Salomon dissenting.)

TERMINATION OF PROBATIONARY APPOINTMENT: (promotive)

- 5034-76 William Marquardt, 5256 Mechanical Engineer 1/P3, Public Utilities Commission (Municipal Railway) - 12-2-75.
- January 5, 1976: Over to meeting of February 2, 1976.
- Action: Approve. Reinstate to position from which promoted.





TERMINATIONS OF TEMPORARY APPOINTMENTS:

5035-76 Avor Morton, 3598 School Aide III 67/E2, San Francisco Unified School District - 1-13-76.

Action: Approve.

5036-76 John Gallagher, 7333 Junior Stationary Engineer 13/E12, Public Works (Water Pollution Control) - 1-8-76.

Action: Approve. Return name to list not under waiver.

5037-76 Carolyn Pasquariello, 8250 Fingerprint Classifier and Clerk 7/E9, Police Department - 1-6-76.

Action: Over to meeting of February 17, 1976.

5038-76 Kenneth Robinson, 2714 Janitor 36/E57, Recreation and Park - 1-8-76.

Action: Approve. Cancel all current examination and eligibility status. No future employment with the City and County of San Francisco.

CLASSIFICATION AND PAY:

0397-74 Rehearing of request from William J. Murphy, Attorney at Law, on behalf of Mr. William R. Giessner, Mr. Robert C. Cockburn and Mr. Mark Noonan for status rights to certain levels in the Sanitary Engineering series of classifications (per Court Order).

June 17, 1974: Adopt Staff Report.

July 7, 1975: Over to meeting of July 21, 1975, at request of William J. Murphy.

July 21, 1975: Over to meeting of September 2, 1975, at request of William J. Murphy.

Sept. 2, 1975: Over to meeting of October 6, 1975, at request of William J. Murphy.

Oct. 6, 1975: Over to Special Meeting of October 23, 1975, at request of Albert Ambrose.

Oct. 23, 1975: Off Calendar. Staff to consult with City Attorney.

Action: Over to meeting of March 1, 1976, at request of William J. Murphy.

0534-74 Survey of two unclassified 1404 Clerk positions, Department of Public Health, San Francisco General Hospital.

Action: Adopt Staff Report.

1. Classify one position in Medical Records as a 1404 Clerk (\$309-370 B/W).

2. Classify one position in Radiology as a 1404 Clerk (\$309-370 B/W).

3. Amend Annual Salary Ordinance Section 557010 (remove asterisks).

0691-75 Request for reconsideration of Civil Service Commission action of January 5, 1976 - survey of one position in Class 1424 Clerk Typist, San Francisco Unified School District.

January 5, 1976: Action: Deny Staff Report.

Action: 1. Rescind action of January 5, 1976.

2. Adopt Staff Report. Reclassify one position in Class 1424 Clerk Typist (\$309-370) to 1426 Senior Clerk Typist (\$338-406); advise the District to amend its Annual Salary Resolution when incumbent will not be adversely affected.



CLASSIFICATION AND PAY: (continued)

- 1013-76 Policy statement on the establishment of permanent part-time positions.
- January 19, 1976: Over to meeting of February 2, 1976.
- Action: Authorize survey of departments, employee organizations, and other interested parties. Copy of survey results to be made available for review prior to scheduling Commission hearing.
- 1015-76 Request to survey one vacant position in Class 3450 Agricultural Inspector, County Agricultural Department.
- Action: Adopt Staff Report.
1. Reclassify one vacant position in Class 3450 Agricultural Inspector (Sal. Sch. 31.1 \$952M1144) to Class 3452 Deputy Agricultural Commissioner (Sal. Sch. 35.6 \$1170M1413), County Agricultural Department.
  2. Amend Annual Salary Ordinance Section 211010 accordingly.
- 1022-76 Survey of one position currently in Class B424 Assistant to the Director, M. H. de Young Memorial Museum.
- Action: Adopt Staff Report. Reallocate one vacant position in Class B424 Assistant to the Director, M. H. de Young Memorial Museum, Sal. Sch. 29.1 \$398-477 B/W \$869-1041 monthly to Class 1452 Stenographic Secretary, Sal. Sch. 29.0 \$396-475 B/W, \$863-1037 monthly. Advise the department to amend its Annual Budget Request to reflect this reallocation.
- 0689-75 Request to survey one vacant position in Class 1650 Accountant, San Francisco Unified School District.
- Action: Adopt Staff Report. Reclassify one vacant position in Class 1650 Accountant (Sal. Sch. 29.0 \$900M1083) to Class I632 Senior Account Clerk (Sal. Sch. 27.0 \$790M948), San Francisco Unified School District. Advise the District to amend its Annual Salary Resolution accordingly.
- 1023-76 Request to classify one new 2587 Health Worker III position, 1974-75 budget, Department of Public Health, Community Mental Health Services.
- Action: Adopt Staff Report. Classify one permanent 2587 Health Worker III position; amend Section 575014 of the Annual Salary Ordinance accordingly (remove asterisk).
- 1033-76 Classification of eight new positions of 8204 Institutional Policeman, Department of Public Health, San Francisco General Hospital; a supplemental appropriation.
- Action: Adopt Staff Report. Classify eight new positions in the Department of Public Health, San Francisco General Hospital, as 8204 Institutional Policeman; amend Salary Ordinance Section 557010 to reflect this action.
- 1034-76 Review of a personal services contract between the District Attorney's Office and Walter N. Fuchigami.
- Action: Contract reviewed; forward to the Purchaser of Supplies.
- Classification and Pay continued on page 5.
- IN-SERVICE ACTIVITIES:
- 2014-76 Proposed amendment to Civil Service Rules - Section 6.06 Procedure for Dismissal by Appointing Officer of Regular Permanent Employee.
- January 19, 1976: Post for two weeks for adoption on February 2, 1976.
- Action: Adopt Staff Report. Approve.



IN-SERVICE ACTIVITIES: (continued)

2045-76 Letter to California Apprenticeship Council supporting proposed amendments to California Plan re women in craft apprenticeship programs.

Action: Off Calendar.

2051-76 New performance evaluation program.

Action: Over to the meeting of February 17, 1976.

MISCELLANEOUS:

3003-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral authorization numbers: 9415-9430 and 1000-1003

Action: Approve.

3004-76 Request from department to back date requisition and extension:

T-50535 Ext. 7334 Stationary Engineer 1-13-76 Public Works

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

40015-76 Addition of name to lists E-197 1424 Clerk Typist, Full Time, Board of Education Only, and E-198 1424 Clerk Typist, Part Time, Board of Education Only.

Action: Adopt Staff Report. Add name to list E-197 1424 Clerk Typist, Full Time, Board of Education Only with a score of 850.00 and a rank of V-11.5, and to list E-198 Clerk Typist, Part Time, Board of Education Only with a score of 850.00 and a rank of V-7.5.

40022-76 Appeal of staff's denial of protest on ratings, promotive examination for 2127 Administrative Assistant to the Director of Public Health.

Action: Adopt Staff Report. Deny appeal of Gloria Hampel.

40027-76 Appeal of staff's elimination of Item #14 following protests of key answer on the promotional examination for Class 3289 Recreation Supervisor.

Action: Adopt Staff Report. Deny appeal of Donald J. Ybarreta.

40036-76 Appeal of unsatisfactory rating on background investigation for Class 8304 Deputy Sheriff.

Action: Find Ralph C. Lewis qualified as to background.

CLASSIFICATION AND PAY: (continued)

0651-75 Request for reconsideration of Civil Service Commission action of December 1, 1975 - classification of one position in the Mayor's Criminal Justice Council, Delinquency Prevention Commission.

December 1, 1975: Action: Deny Staff Report.

Action: 1. Rescind action of December 1, 1975.

2. Adopt Staff Report. Classify one new position as a 1446 Senior Clerk Stenographer (Sal. Sch. 26.0 \$755M904); amend Annual Salary Ordinance Section 156010 accordingly.



*Calendar - 9-10-17-18*  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 17, 1976

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Excused: Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of February 2, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

5040-76 Fred Lane, 7560 Field Conservation Aide CETA, Recreation and Park -  
1-22-76.  
Action: Approve.

5041-76 John H. Monroe, 1402 Junior Clerk CETA, Social Services - 2-2-76.  
Action: Approve.

5042-76 Dianna B. Williams, 1424 Clerk Typist 6/P33, Social Services -  
1-20-76.  
Action: Approve.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5043-76 Arthur Aviles, 7560 Field Conservation Aide CETA, Recreation and  
Park - 2-4-76.  
Action: Approve.

5044-76 Theris Coats, 7560 Field Conservation Aide CETA, Public Works  
(Street Cleaning) - 1-15-76.  
Action: Approve.

5045-76 Kenneth Session, 7560 Field Conservation Aide CETA, Public Works  
(Street Cleaning) - 1-23-76.  
Action: Approve.

5046-76 Ronald L. Fong, 8207 Building and Grounds Patrolman CETA, Police  
Department - 1-22-76.  
Action: Approve. Not to be certified to any position in the  
security series.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5047-76 Pamela Mathews, 1424 Clerk Typist 16/P31, Public Health (San Francisco  
General Hospital) - 1-26-76.  
Action: Approve.

5048-76 Dolores Davis, 2302 Orderly 79/E301, Public Health (Laguna Honda  
Hospital) - 2-6-76.  
Action: Approve.





TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance) (continued)

- 5049-76 Florida Jackson, 2320 Registered Nurse 12/379, Public Health (Central Office) - 2-5-76.
- Action: Over to the meeting of March 1, 1976.
- 5050-76 Reconsideration of Civil Service Commission action of February 2, 1976 = Gloria Grayson, 1444 Clerk Stenographer 3/E10, Public Works (Architecture) - 1-16-76.
- February 2, 1976: Action: 1. Return name to list. Not to be certified to Department of Public Works again.  
2. Motion to reconsider: Reconsideration granted. Recalendar February 17, 1976. Continue under waiver of employment until final determination of future employability made.
- Action: 1. Rescind action of February 2, 1976.  
2. Approve.
- 5051-76 Ivy Lee Jou, 1424 Clerk Typist 427/E181, San Francisco Community College District - 2-3-76.
- Action: Return to list. Not to be certified to the San Francisco Community College District again.
- 5052-76 Curtis Jean, S104 Motorman 339/E111, Public Utilities Commission (Municipal Railway) - 8-6-75.
- December 1, 1975: Over to the meeting of December 15, 1975.  
December 15, 1975: Refer to medical appeals specialist at own expense.  
February 2, 1976: Over to the meeting of February 17, 1976. The Commission stipulated that this is a final continuance.
- Action: Approve. Not to be certified to any position which involves the operation of transit equipment.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5053-76 Rosalie Isaacs, 1240 Assistant Personnel Analyst, Civil Service Commission - 2-4-76.
- Action: Approve.
- 5054-76 Gwendolyn Burnley, 1426 Senior Clerk Typist 63/E83, San Francisco Unified School District - 12-19-75.
- Action: Over to the meeting of March 1, 1976. Department to make original time reports and pertinent witnesses available.
- 5055-76 Carolyn Pasquariello, 8250 Fingerprint Classifier and Clerk 7/E9, Police Department - 1-6-76.
- February 2, 1976: Over to the meeting of February 17, 1976. .
- Action: Approve.

CLASSIFICATION AND PAY:

- 1043-76 Review of Personal Services Contract between Herbert Beasley, Neighborhood Liaison Specialist, and Recreation and Park Department.
- Action: Personal Services Contract reviewed; forward to Purchaser of Supplies.



CLASSIFICATION AND PAY: (continued)

1049-76 Request from the Department of City Planning to exempt positions in Class 5277 Planner I from overtime compensation provisions.

Action: Adopt Staff Report and amend Salary Ordinance Section 119010 by designating with symbol "Z" positions in Class 5277 Planner I.

1052-76 Establishment of two new classifications in the Department of Electricity to maintain the automated Command and Control System of the Fire Department.

Action: Over to the meeting of March 1, 1976.

IN-SERVICE ACTIVITIES:

2051-76 New performance evaluation program.

February 2, 1976: Over to meeting of February 17, 1976.

Action: Adopt Staff Report.

MISCELLANEOUS:

3005-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral authorization numbers: 1004-1021

Action: Approve.

3006-76 Requests from departments to back date requisitions and/or extensions:

T-50228 Ext. (6) 8207 Bldg. & Grnds. Patrolman 1/1-1/31/76,  
Public Health

TX-50016 (1) 4261 Real Property Appraiser 2/11-2/25, Assessor's  
Office

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

40019-76 Superior Court Ruling in case of Nadia Stafford versus City and County of San Francisco.

Action: Adopt Staff Report. No appeal should be taken from Court action in this case.

40040-76 Protest of promotive examination announcement for Class 4222 Senior Personal Property Auditor.

Action: Adopt Staff Report. Deny appeal of Silk Chan.

40070-76 Report re written examination for Class 2910 Social Worker, Department of Public Health and Social Services, administered on January 17, 1976.

Action: Lower passing score to 60% in the examination for Class 2910 Social Worker, Department of Public Health and Department of Social Services, administered on January 17, 1976.

40271-75 Q2 Police Officer examination - Special Reports.

Action: 1. Find Robert Rogers qualified as to background.  
2. Appeal of Jess Row under submission. Decision will be announced at a later date.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 17, 1976

2:00 P.M.

- ADDENDUM -

CLASSIFICATION AND PAY:

1053-76      Review of a personal services contract between Controller's  
E.D. P. Division and Mr. Jack Owens.

Action: Contract reviewed; forward to the Purchaser of  
Supplies.

IN-SERVICE ACTIVITIES:

2009-76      Proposed Charter amendment relating to the term of the office  
of Chief Administrative Officer (File 532-75).

Action: No recommendation.



# SAN FRANCISCO CIVIL SERVICE COMMISSION

JOSEPH C. TARANTINO  
WILLIAM JACK CHOW  
FRANK N. ALIOTO  
GENEVIEVE POWELL  
DARRELL SALOMON

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

BERNARD ORSI

General Manager, Personnel

## SPECIAL MEETING

Room 282, City Hall

February 25, 1976, 9 a.m.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Excused: Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

DOCUMENTS

MAR 8 1976

SAN FRANCISCO  
PUBLIC LIBRARY

### IN-SERVICE ACTIVITIES:

- 2075-76 Charter amendment (first draft) amending Sections 3.521, 3.530, 3.540, 3.550, 3.590, 3.650, 3.660 and 3.690 relating to appointments to boards and commission by Mayor, to provide for confirmation by Board of Supervisors. File 40-76.
- 2078-76 Charter amendment (first draft) amending Section 3.100 to limit terms of board and commission members to four years beginning and ending with the term of Mayor, and requiring confirmation by Board of Supervisors. File 81-76.
- 2079-76 Charter amendment (first draft) amending Sections 3.100, 3.521, 3.530, 3.540, 3.550, 3.560, 3.570, 3.690, 3.610, 3.650, 3.660, 3.670, 3.680 and 3.690 to limit terms of all board and commission members to four years, beginning and ending with the term of Mayor. File 82-76.

Action: The Commission does not support the proposed Charter amendments in their present form, but reiterates its support of the staggered term of office to protect the merit system principles as provided in the current City Charter.





- CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 1, 1976

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

DOCUMENTS

MAR 8 1976

SAN FRANCISCO  
PUBLIC LIBRARY

MINUTES:

Regular Meeting of February 17, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

- 5056-76 Denis O'Leary, 7381 Automotive Mechanic 4/V10, Public Utilities Commission (Municipal Railway) - 1-16-76.  
Action: Over to meeting of March 15, 1976.
- 5057-76 Robert K. Hamilton, 7560 Field Conservation Aide CETA, San Francisco Port Commission - 1-24-76.  
Action: Approve.
- 5058-76 Sam Jick Lam, 7560 Field Conservation Aide CETA, Recreation and Park - 2-11-76.  
Action: Approve.
- 5059-76 Johnnie Williams, 7530 Street Cleaner 4/E5, Public Works (Street Cleaning and Planting) - 1-29-76.  
Action: Allow withdrawal of automatic resignation. Properly completed leave papers accounting for all periods of absence to be submitted.
- 5060-76 Angel Torres, 7530 Street Cleaner 2/E3, Public Works (Street Cleaning and Planting) - 1-29-76.  
Action: Allow withdrawal of automatic resignation. Properly completed leave papers accounting for all periods of absence to be submitted.
- 5061-76 Henry Johnson, 7530 Street Cleaner 30/E6, Public Works (Street Cleaning and Planting) - 1-29-76.  
Action: Approve.
- 5062-76 Robert L. Wilson, 2714 Janitor 58/E57, Public Works (Building Repair) - 2-5-76.  
Action: Approve. Not to be certified to Department of Public Works again. (Vote of 3 to 2. Commissioners Salomon and Alioto dissent.)
- 5063-76 Ronald Green, 7530 Street Cleaner 15.5/E7, Public Works (Street Cleaning) - 2-11-76.  
Action: Approve. Not to be certified to Department of Public Works again. (Vote of 3 to 2. Commissioners Salomon and Alioto dissent.)
- 5064-76 Henry Barela, 7530 Street Cleaner 7/P8, Public Works (Street Cleaning) - 1-29-76.  
Action: Approve.



RESIGNATIONS:

5065-76 Adela Quigley, 2444 Clinical Laboratory Technician 4/E2, Medical Examiner-Coroner - 1-5-76.  
  
Action: Approve.

5066-76 Carl Flach, 9240 Airport Electrician 3/E1, Airports Commission - 3-5-76.

Action: Approve. No future employment with the City and County of San Francisco.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5067-76 Morris Darwin, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning and Planting) - 1-28-76.

Action: Approve. No future employment with the City and County of San Francisco.

5068-76 William M. Jones, Jr., 2903 Eligibility Worker CETA, Public Health (San Francisco General Hospital) - 2-3-76

Action: Over to the meeting of March 15, 1976. The Commission requests that Dorothy Peteferd be permitted to attend this meeting.

5069-76 Chuck Juratovac, 2585 Health Worker I CETA, Public Health (Central Office) - 2-20-76.

Action: Over to meeting of March 15, 1976.

5070-76 Nela T. Cifuentes, 1443 Stenographic Aide, Board of Supervisors - 2-27-76.

Action: Approve. Refer to staff to explore the possibilities of other employment.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5071-76 Reconsideration of Civil Service Commission action of February 2, 1976 - Ofelia Aganon, 2636 School Lunchroom Area Supervisor 3/E5, San Francisco Unified School District - 1-2-76.

February 2, 1976: Action: Return name to list not under waiver.

Action: Sustain original action.

5072-76 Florida Jackson, 2320 Registered Nurse 12/E379, Public Health (Central Office) - 2-5-76.

February 17, 1976: Over to meeting of March 1, 1976.

Action: Return name to list not under waiver. Not to be assigned to the same supervisor again.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5073-76 Gwendolyn Burnley, 1426 Senior Clerk Typist 63/E83, San Francisco Unified School District - 12-19-75.

February 17, 1976: Over to meeting of March 1, 1976. Department to make original time reports and pertinent witnesses available.

Action: Approve. No future employment with the City and County of San Francisco.

5074-76 Theresa Byndloss, 2302 Orderly 49/E301, Public Health (Laguna Honda Hospital) - 2-6-76.

Action: Over to meeting of March 15, 1976.



TERMINATIONS OF TEMPORARY APPOINTMENTS: (continued)

5075-76 Sandra Alger, 1424 Clerk Typist 34/E182, Mayor's Criminal Justice Council - 1-23-76.

Action: Approve.

5076-76 James M. Wilson, 7530 Street Cleaner 26/E7, Public Works (Street Cleaning) - 2-17-76.

Action: Approve. No future employment with the City and County of San Francisco. (Vote of 3 to 2. Commissioners Chow and Powell dissent.)

CLASSIFICATION AND PAY:

0397-74 Rehearing of request from William J. Murphy, Attorney at Law, on behalf of Mr. William R. Giessner, Mr. Robert C. Cockburn and Mr. Mark Noonan for status rights to certain levels in the Sanitary Engineering series of classifications (per Court Order).

June 17, 1974: Adopt Staff Report.

July 7, 1975: Over to meeting of July 21, 1975, at request of William J. Murphy.

July 21, 1975: Over to meeting of September 2, 1975, at request of William J. Murphy.

Sept. 2, 1975: Over to meeting of October 6, 1975, at request of William J. Murphy.

Oct. 6, 1975: Over to Special Meeting of October 23, 1975, at request of Albert Ambrose.

Oct. 23, 1975: Off Calendar. Staff to consult with City Attorney.

Feb. 2, 1976: Over to meeting of March 1, 1976, at request of William J. Murphy.

Action: Over to the meeting of April 5, 1976.

0609-75 Request to amend class specification for Class 2542 Speech Therapist.

Action: Adopt Staff Report.

1. Retitle and amend class specification for Class 2542 Speech Therapist (Sal. Sch. 33.4 \$1059M1273).

2. Adopt class specification as amended (new title: 2542 Speech Pathologist).

3. Advise department to amend their budget to reflect this new title.

4. Grant status of one permanent incumbent to retitled classification.

Addendum

1013-76 Amendment to Annual Salary Ordinance Section 1.1(A) modifying the procedure for the establishment of permanent part-time positions.

January 19, 1976: Over to meeting of February 2, 1976.

February 2, 1976: Authorize survey of departments, employee organizations, and other interested parties. Copy of survey results to be made available for review prior to scheduling Commission hearing.

Action: Off Calendar. To be recalendared upon conclusion of "meet and confer" process. (Vote of 3 to 2. Commissioners Salomon and Alioto dissent.)

1052-76 Establishment of two new classifications in the Department of Electricity to maintain the automated Command and Control System of the Fire Department.

February 17, 1976: Over to the meeting of March 1, 1976.

Action: Adopt Staff Report.

1. Adopt the following new classes and salaries (these rates have the concurrence of the Department of Electricity):



CLASSIFICATION AND PAY: (continued)

7132 Telecommunications Supervisor, Salary J\$814 B/W flat rate (\$1,777 monthly).

7366 Telecommunications Technician, Salary J\$742 B/W flat rate (\$1,620 monthly).

2. Allocate two positions to Class 7366 Telecommunications Technician and one position to Class 7132 Telecommunications Supervisor.
3. Abolish one vacant position in each of the following classes:  
7129 Assistant Electrical Maintenance and Construction Superintendent Sch. 43.4 \$773-934 B/W (monthly \$2,039)  
7345 Electrician \$11.76 per hour, (B/W equivalent \$877, approximate monthly equivalent \$1,912).  
8234 Fire Dispatcher, Sch. 33.9 \$496-596 B/W (\$1023-1301 monthly).
4. Abolish Class 7129 Assistant Electrical Maintenance and Construction Superintendent.
5. Amend the Annual Salary Ordinance Sections 231010 and 231030.
6. Advise the Mayor's Budget Office and the Office of the Budget Analyst of the Board of Supervisors that a review of the maintenance activities for the Fire Department's Command and Control equipment should be made in approximately one year after the date when the system becomes operational. The purpose of such a review would be to determine appropriate maintenance manpower requirements and also to determine the advisability of establishing contractual arrangements with outside concerns for certain aspects of equipment maintenance.

1068-76 Survey of two new positions (1975-76 budget) San Francisco Community College District.

Action: Adopt Staff Report.

1. Allocate one newly budgeted position to Class 1402 Junior Clerk (Sal. Sch. 19.5 \$565M675).
2. Allocate one newly budgeted position to Class 1487 Financial Aids Assistant (Sal. Sch. 28.6 \$851M1020).
3. Advise the Community College District to amend its Annual Salary Resolution accordingly.

1069-76 Survey of all permanent clerical positions, Department of City Planning.

Action: Over to the meeting of March 15, 1976.

1070-76 Survey of one 1446 Senior Clerk Stenographer position, Office of the Associate Superintendent for Management Services, San Francisco Unified School District.

Action: Adopt Staff Report. Reclassify one 1446 Senior Clerk Stenographer (Sal. Sch. 26.0, \$346BW414), Office of the Associate Superintendent for Management Services to Class 1452 Stenographic Secretary (Sal. Sch. 29.0, \$396BW475); advise the Board of Education to amend its Annual Salary Resolution accordingly.

1072-76 Classification of 9 new positions and extension of 8 budgeted positions, Department of Social Services.

Action: Adopt Staff Report.

1. Extend eight established positions Department of Social Services through June 30, 1976:

1 - 1426 Senior Clerk Typist  
6 - 2903 Eligibility Worker  
1 - 2907 Eligibility Worker Supervisor





CLASSIFICATION AND PAY: (continued)

2. Allocate nine new positions Department of Social Services

- 1 - 1424 Clerk Typist
- 1 - 1426 Senior Clerk Typist
- 3 - 1630 Account Clerk
- 1 - 1632 Senior Account Clerk
- 3 - 2903 Eligibility Worker

3. Amend Annual Salary Ordinance Section 169010A to reflect these extensions and additional positions.

1078-76 Report to the Board of Supervisors on review and analysis of data submitted to Civil Service Commission, and proposed amendments to schedules of Compensation (Charter Sections 8.400 and 8.401).

Action: Adopt amended report and forward to the Board of Supervisors.

MISCELLANEOUS:

3007-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral authorization numbers: 1022-1032

Action: Approve.

3008-76 Requests from departments to back date requisitions.

T-51777	2654 Cook (as needed)	2-3-76	Department of Social Services Rehab. Center, Peninsula
P-3996	5238 Associate Elec. Engineer	1-30-76	PUC, Water Department (Reassignment)

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

40089-76 Appeal of staff's action on key protests in examination for Class 7335 Senior Stationary Engineer.

Action: Adopt Staff Report. Allow appeal on question #45. Deny appeal on question #46.

40094-76 Appeal of staff's denial of protest on Qualifications Appraisal Interview for Class 3642 Coordinator Adult Library Services.

Action: Adopt Staff Report. Deny appeal of Eunice J. Parker.

40271-75 Q2 Police Officer examination - Special Reports.

Action: Over to the meeting of March 15, 1976.

NEW BUSINESS:

Upon motion by Commissioner Salomon, and without dissenting votes, it was directed that the Civil Service Commission staff prepare a report for calendaring on March 15, 1976 of the costs and feasibility of retaining, as a Civil Service Commission staff member on a full-time basis, an expert in the field of test validation.



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# SAN FRANCISCO CIVIL SERVICE COMMISSION

JOSEPH C. TARANTINO  
WILLIAM JACK CHOW  
FRANK N. ALIOTO  
GENEVIEVE POWELL  
DARRELL SALOMON

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

DOCUMENTS

MAR 10 1976

SAN FRANCISCO  
PUBLIC LIBRARY

BERNARD ORSI

General Manager, Personnel

# SPECIAL MEETING

Room 52A, City Hall

*Calendar*  
*Civil Service*  
March 4, 1976, 5:30 p.m.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

## IN-SERVICE ACTIVITIES:

2114-76 Concerning authority of Civil Service Commission to delegate certain of its responsibilities on Civil Service Commission Rule amendments.

Action: Under submission. Decision to be announced at a future date.



*Calendar Oct - 1976*  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 15, 1976

2:00 P.M.

DOCUMENTS

MAR 1 1976

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Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of March 1, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE

AUTOMATIC RESIGNATIONS:

- 5077-76 Denis O'Leary, 7381 Automotive Mechanic V10/E4, Public Utilities Commission (Municipal Railway) - 1-16-76.  
March 1, 1976: Over to the meeting of March 15, 1976.  
Action: Over to next meeting.
- 5078-76 Cletus M. Diehm, S102 Conductor 17/E95, Public Utilities Commission (Municipal Railway) - 2-23-76.  
Action: Approve.
- 5079-76 Guillermo F. Cooke, 3598 School Aide III CETA, San Francisco Unified School District - 2-26-76.  
Action: Approve.
- 5080-76 Jeannie Wetteland, 1424 Clerk Typist 304/E174, Department of Public Health (Central Office) - 12-8-75.  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to approval of General Manager, Personnel. Not to be certified to Department of Public Health again.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5081-76 William M. Jones, Jr., 2903 Eligibility Worker CETA, Department of Public Health (San Francisco General Hospital) - 2-3-76.  
March 1, 1976: Over to the meeting of March 15, 1976. The Commission requests that Dorothy Peteferd be permitted to attend this meeting.  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after satisfactory completion of two years' work experience outside the City and County service. Not to be certified to Department of Public Health again.
- 5082-76 Chuck Juratovac, 2585 Health Worker I CETA, Department of Public Health (Central Office) - 2-20-76.  
March 1, 1976: Over to the meeting of March 15, 1976.  
Action: Over to next meeting.



TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5083-76 Ronald Hughes, 7560 Field Conservation Aide CETA, Recreation and Park Department - 2-25-76.

Action: Over to next meeting.

5084-76 Charles Earley, 9910 Public Service Trainee CETA, Public Utilities Commission (Municipal Railway) - 2-27-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to approval of General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

5085-76 Lee M. Jackson, 7560 Field Conservation AIDE CETA, Public Works (Street Cleaning) - 2-23-76

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to approval of General Manager, Personnel after satisfactory completion of two years' work experience outside the City and County service.

5086-76 Michael Rash, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 2-25-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to approval of General Manager, Personnel after satisfactory completion of two years' work experience outside the City and County service.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5087-76 William Telford, 4220 Personal Property Auditor 7/E5, Assessor's Office - 3-10-76.

Action: Off Calendar.

5088-76 Cynthia Bondurant, 1444 Clerk Stenographer 19/E267, Assessor's Office - 2-27-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to approval of General Manager, Personnel after satisfactory completion of two years' work experience outside the City and County service.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5089-76 Theresa Byndloss, 2302 Orderly 49/E301, Department of Public Health (Laguna Honda Hospital) - 2-6-76.

March 1, 1976: Over to the meeting of March 15, 1976.

Action: Return name to list under waiver of appointment until medically cleared by Civil Service Commission Examining Physician.

5090-76 Patrick Breen, 7381 Automotive Mechanic 10/E7, Public Utilities Commission (Municipal Railway) - 3-5-76.

Action: Over to next meeting.

5091-76 Elmer Chamberlain, 7381 Automotive Mechanic 17/E5, Public Utilities Commission (Municipal Railway) - 3-5-76.

Action: Over to next meeting.

CLASSIFICATION AND PAY:

1065-76 Establishment of a new uniform rank in the San Francisco Police Department of Director of Community Relations.

Action: Over to next meeting. Staff to consult with City Attorney. (Vote of 3 to 1. Commissioner Salomon dissents; Commissioner Powell excused.)





CLASSIFICATION AND PAY: (continued)

- 1069-76 Survey of all permanent clerical positions, Department of City Planning.  
  
March 1, 1976: Over to the meeting of March 15, 1976.  
  
Action: Off Calendar for further staff research.
- 1077-76 Classification survey of two positions in the Board of Education Data Processing Division.  
  
Action: Adopt Staff Report.  
  
1. Classify one budgeted position in Class 1876 Data Processing Programming and Systems Supervisor (Sch. 38.9 \$1365M1648).  
2. Reclassify one vacant position in Class 1875 Software Analyst (Sch. 40.9 \$1502M1812) to 1866 Systems and Procedures Supervisor (Sch. 40.9 \$1502M1812).  
3. Advise the San Francisco Board of Education to amend its Annual Salary Resolution accordingly.
- 1086-76 Amendments to the specifications for Classes 5268 Architect and 5270 Senior Architect.  
  
Action: Adopt Staff Report. Amend specifications for Classes: 5268 Architect, 5270 Senior Architect.
- 1105-76 Administrative Provisions of the Annual Salary Ordinance for fiscal year 1976-77.  
  
Action: Off Calendar. To be recalendared at a meeting to be determined by staff.
- 1107-76 Reclassification of Registrar of Voters - Recorder.  
  
Action: Deny Staff Report. (Vote of 4 to 1. Commissioner Salomon dissents.)
- 1108-76 Review of a personal services contract between the Port Commission and Powell J. Ward.  
  
Action: Contract reviewed; forward to the Purchaser of Supplies.
- 1109-76 Review of a personal services contract between the Port Commission and John H. Anderson.  
  
Action: Contract reviewed; forward to the Purchaser of Supplies.
- 1110-76 Renewal of a personal services contract submitted by the Controller's Office, Electronic Data Processing Division, with John J. Coughlin.  
  
Action. Adopt Staff Report. Renewal of personal services contract reviewed as to classification. Forward to the Purchaser of Supplies.
- 1111-76 Classification of newly budgeted position, Retirement System.  
  
Action: Over to next meeting.
- 1013-76 Motion to rescind Civil Service Commission action of March 1, 1976 - Proposed Amendment to Annual Salary Ordinance, Section 1.1(A) modifying the procedure for the establishment of permanent part-time positions.  
  
March 1, 1976 action: Off Calendar: To be recalendared upon conclusion of "meet and confer" process.  
  
Commissioner Salomon moved to rescind Civil Service Commission action of March 1, 1976 pertaining to Proposed Amendment to Annual Salary Ordinance, Section 1.1(A) modifying the procedure for the establishment of permanent part-time positions. Four Commissioners voted against rescission and the March 1, 1976 action remains.



MISCELLANEOUS:

3009-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral authorization numbers: 1033-1056

Action: Approve.

3010-76 Requests from departments to back date requisitions:

T-51602 2903 Eligibility Worker 1-26-76 through 1-30-76  
Social Services

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

40271-75 Q2 Police Officer examination - Special Reports.

Action: Find John Nestor qualified as to background.

40119-76 Class 8304 Deputy Sheriff examination - Special Reports.

Action: Find Joseph McAuliffe qualified as to background. Monthly reports to be submitted to Civil Service Commission staff for a period of six months.

IN-SERVICE ACTIVITIES:

2116-76 Recommendations as to settlement of Chavez versus the City and County of San Francisco - 7381 Automotive Mechanic (Executive Session).

Action: Adopt recommendations of City Attorney.

2124-76 Proposed Amendment to Civil Service Commission Rule 13.05 "Tenure of Temporary Appointments."

Action: Off Calendar.

2125-76 Supplemental Budget Request, 1976-77, Civil Service Commission.

Action: Approve and forward to the Office of the Mayor.

2126-76 Proposal re hiring of full time Civil Service Commission staff member expert in test validation.

Action: Off Calendar. To be recalendared upon completion of staff survey and further study.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 5, 1976

2:00 P.M.

*Calendar Actions Taken*

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Salomon  
Excused: Commissioner Powell  
Commissioner Tarantino presided.

DOCUMENTS

APR 10 1976

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MINUTES:

Regular Meeting of March 15, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

- 5096-76 Denis O'Leary, 7381 Automotive Mechanic V10/E4, Public Utilities Commission (Municipal Railway) - 1-16-76.  
March 15, 1976: Over to the next meeting.  
Action: Off Calendar.
- 5097-76 Frank E. Johnson, 9910 Public Service Trainee CETA, Public Utilities Commission (Municipal Railway) - 3-23-76.  
Action: Approve.
- 5098-76 Anthony Patrick Psaila, S104 Motorman 58/E96, Public Utilities Commission (Municipal Railway) - 3-5-76.  
Action: Over to the meeting of April 19, 1976.
- 5099-76 Troy Henry, 2714 Janitor CETA, Recreation and Park - 2-25-76.  
Action: Approve.
- 5100-76 Lucrecia Arbe, 2760 Laundry Worker CETA, Public Health (Laguna Honda Hospital) - 3-16-76.  
Action: Approve.
- 5101-76 Irene Crawford, 3595 School Aide I, 41/E1, S.F. Unified School District - 3-3-76.  
Action: Approve.
- 5102-76 Charles Magee, 2724 School Custodian 93/E51, S.F. Community College District - 3-11-76.  
Action: Approve.
- 5103-76 Abe Papkoff, 9910 Program Coordinator CETA, Mayor's Office - 3-12-76.  
Action: Approve.



RESIGNATION:

- 5104-76 Donna Conlin, 1444 Clerk Stenographer 5/E247, Social Services - 2-12-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after completion of two years' satisfactory work experience outside the City and County service. Not to be certified again to the Department of Social Services.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5105-76 Ronald Hughes, 7560 Field Conservation Aide CETA, Recreation and Park - 2-25-76.
- March 15, 1976: Over to next meeting.
- Action: Over to the meeting of April 19, 1976.
- 5106-76 Chuck Juratovac, 2585 Health Worker I CETA, Department of Public Health (Central Office) - 2-20-76.
- March 1, 1976: Over to the meeting of March 15, 1976.
- March 15, 1976: Over to the next meeting.
- Action: Over to the meeting of April 19, 1976. (The Commission appointed a Committee to discuss certain questions with the Department of Public Health staff and directed that this item appear at the end of the April 19, 1976, agenda.)
- 5107-76 Raymond Perkins, 2302 Orderly 29/E304, Department of Public Health (S.F. General Hospital) - 3-15-76.
- Action: Over to the meeting of April 19, 1976.
- 5108-76 Ernesto Baros, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 3-9-76.
- Action: Approve. Refer to the Mayor's Manpower Office to explore the possibility of other employment under CETA.
- 5109-76 Refugio Poblano, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning and Planting) - 2-25-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after completion of one year's satisfactory work experience outside the City and County service.
- 5110-76 J. Samuel Campos, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 3-8-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after completion of one year's satisfactory work experience outside the City and County service.
- 5111-76 Samuel Nava, Jr., 9910 Public Service Trainee CETA, Public Utilities Commission (Municipal Railway) - 3-19-76.
- Action: Over to the meeting of April 19, 1976.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5112-76 Gary Schroeder, 2806 Disease Control Investigator 1/E5, Public Health (Bureau of Disease Control) - 3-24-76.
- Action: Over to the meeting of April 19, 1976.





TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance) (continued)

5113-76 Reconsideration of Civil Service Commission action of March 1, 1976 - Florida Jackson, 2320 Registered Nurse 12/E379, Public Health (Central Office) - 2-5-76.

March 1, 1976 action: Return name to list not under waiver.  
Not to be assigned to the same supervisor again.

Action: Over to the meeting of April 19, 1976.

5114-76 Alicia Cabuco, 1444 Clerk Stenographer 12/E259, Public Defender's Office - 3-17-76.

Action: Approve. Refer to Employment Counseling to explore other job possibilities.

5115-76 Tom Fukuda, 5268 Architect V5/E2, Airports Commission (Engineering) - 3-16-76.

Action: Over to the meeting of April 19, 1976.

TERMINATION OF PROBATIONARY APPOINTMENT: (Promotive)

5116-76 William D. Etchison, 2719 Janitorial Services Assistant Supervisor 9/P3, Airports Commission (Custodial) - 3-16-76.

Action: Off Calendar.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5117-76 Elmer Chamberlain, 7381 Automotive Mechanic 17/E5, Public Utilities Commission (Municipal Railway) - 3-5-76.

Action: Over to the meeting of April 19, 1976.

5118-76 Patrick Breen, 7381 Automotive Mechanic 10/E7, Public Utilities Commission (Municipal Railway) - 3-5-76.

March 15, 1976: Over to next meeting.

Action: Over to the meeting of April 19, 1976.

5119-76 Bertram Johnson, 7409 Electrical Transit Serviceman V10/E4, Public Utilities Commission (Municipal Railway) - 3-5-76.

Action: Over to the meeting of April 19, 1976.

5120-76 James Winston, 2302 Orderly 18/E305, Public Health (Laguna Honda Hospital) - 3-31-76.

Action: Approve.

5121-76 Wallace Butler, 2302 Orderly 10/E294, Public Health (S.F. General Hospital) - 3-12-76.

Action: Over to the meeting of May 3, 1976 (Additional charge of violation of residency ordinance to be considered.)

5122-76 Joanne Solis, 1446 Senior Clerk Stenographer 23/E82, Public Health (S.F. General Hospital) - 2-24-76.

Action: Approve.

CLASSIFICATION AND PAY:

0397-74 Rehearing of request from William J. Murphy, Attorney at Law, on behalf of Mr. William R. Giessner, Mr. Robert C. Cockburn and Mr. Mark Noonan for status rights to certain levels in the Sanitary Engineering series of classifications (per Court Order).



CLASSIFICATION AND PAY: (continued)

June 17, 1974: Adopt Staff Report.  
July 7, 1975: Over to meeting of July 21, 1975, at request of William J. Murphy.  
July 21, 1975: Over to meeting of September 2, 1975, at request of William J. Murphy.  
Sept. 2, 1975: Over to meeting of October 6, 1975, at request of William J. Murphy.  
Oct. 6, 1975: Over to Special Meeting of October 23, 1975, at request of Albert Ambrose.  
Oct. 23, 1975: Off Calendar. Staff to consult with City Attorney.  
Feb. 2, 1976: Over to meeting of March 1, 1976, at request of William J. Murphy.  
Mar. 1, 1976: Over to meeting of April 5, 1976.

Action: Over to meeting of May 3, 1976.

1024-76 Survey of 6 vacant positions in Class 8317 Cottage Parent.

Action: Adopt Staff Report.

1. Reallocate 6 positions of 8317 Cottage Parent (Sch. 24.6) to 8316 Assistant Counselor (Sch. 24.6) in the Juvenile Court.
2. Amend the Annual Salary Ordinance Section 186010 accordingly.
3. Amend the class specification for 8316 Assistant Counselor.
4. Abolish Classification 8317 Cottage Parent.
5. Cancel the examination for 8317 Cottage Parent.

1065-76 Establishment of a new uniform rank in the San Francisco Police Department of Director of Community Relations.

March 15, 1976: Over to next meeting. Staff to consult with City Attorney. (Vote of 3 to 1. Commissioner Salomon dissents; Commissioner Powell excused.)

Action: Over to meeting of April 19, 1976. Staff to consult with City Attorney.

1111-76 Classification of newly budgeted position, Retirement System.

March 15, 1976: Over to next meeting.

Action: Over to meeting of April 19, 1976.

1118-76 Survey of one position of 1924 Materials and Supplies Supervisor in Salary Ordinance Section 513010, Department of Public Health, Central Office Administration.

Action: Adopt Staff Report.

1. Reallocate one vacant position of 1924 Materials and Supplies Supervisor (Sch. 29.0) to 1926 Senior Materials and Supplies Supervisor (Sch. 31.7).
2. Amend Section 513010 of the Annual Salary Ordinance accordingly.

1130-76 Status of litigation brought by former employees in Class 9350 Harbor Policeman.

Action: Authorize amendment to Annual Salary Ordinance as required.

1133-76 Classification of 11 new positions in the Office of the Public Defender, an emergency supplemental appropriation.

Action: Adopt Staff Report. Classify the 11 new positions in the Office of Public Defender as follows:



CLASSIFICATION AND PAY: (continued)

3 - 8174 Attorney	(Civil & Criminal)	( 583-704 BW)	(1273-1537 MO)
2 - 8176 Trial Attorney	" "	( 688-830 BW)	(1502-1812 MO)
1 - 8178 Senior Attorney	" "	( 810-979 BW)	(1768-2137 MO)
1 - 8180 Prin. Attorney	" "	( 979-1185 BW)	(2137-2587 MO)
1 - 8182 Head Attorney	" "	(1052-1273 BW)	(2297-2779 MO)
1 - 8181 Asst. Chief-Attorney I		(1078-1304 BW)	(2354-2847 MO)
2 - 1458 Legal Stenographer		( 362-434 BW)	( 790-948 MO)

Amend Salary Ordinance Section 165010 accordingly, an emergency measure.

1134-76 Request to reclassify one position of 8414 Supervising Probation Officer to 8415 Senior Supervising Probation Officer, Juvenile Court.

Action: Adopt Staff Report. Reallocate one position of 8414 Supervising Probation Officer (Sch. 38.4) to 8415 Senior Supervising Probation Officer (Sch. 39.4) and amend Annual Salary Ordinance Section 185010 accordingly.

1136-76 Request to classify 19 new positions, County Clerk.

Action: Adopt Staff Report. Allocate 19 positions in classes as follows:

6 - B152 Courtroom Clerk	34.9	\$519-625 BW	\$1133M1364
1 - B160 Law Clerk	34.9	519-625 BW	1133M1364
2 - 1404 Clerk	23.5	309-370 BW	675M808
1 - 1446 Sr. Clerk Steno.	26.0	346-414 BW	755M904
1 - 1652 Senior Accountant	33.9	496-596 BW	1083M1301
8 - 8106 Legal Process Clerk	23.3	306-367 BW	668M801

Amend Section 225010 of the Annual Salary Ordinance accordingly.

1139-76 Classification of three new positions in the District Attorney's Office, an emergency supplemental appropriation.

Action: Adopt Staff Report. Classify positions as follows:

1 - 8180 Principal Attorney, Civil & Criminal, Sal. Sch. 48.4	
\$979-1185 BW, \$2137M2587	
1 - 8146 District Attorney's Investigator, Sal. Sch. 34.2	
\$503-605 BW, \$1098M1321	
1 - 1458 Legal Stenographer, Sal. Sch. 27.0 \$362-434 BW,	
\$790M947	

Amend Annual Salary Ordinance Section 141010 to reflect these new positions, an emergency ordinance.

IN-SERVICE ACTIVITIES:

2105-76 Appeal of the decision of the Superintendent of Schools to place employee on sick leave without pay.

Action: Over to meeting of April 19, 1976.

2137-76 Appeal of staff's disapproval of holiday pay for employee in Class 2910 Social Worker.

Action: Adopt Staff Report. Deny appeal of Ellen Felcher.

2164-76 Request for additional employment under Rule 29.03.

Action: Off Calendar.

2165-76 Proposed amendments to Civil Service Rules as a result of the Meet and Confer Meetings with Service Employees International Union (SEIU).

Action: Post for adoption in two weeks.



IN-SERVICE ACTIVITIES:

2166-76 Proposed amendments to the following rules dealing with the administration of the activities of the Civil Service Commission: 3.01, 3.04, 4.03, 5.03.

Action: Post for adoption in two weeks.

MISCELLANEOUS:

3011-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral authorization numbers: 1057-1068

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

40428-75 Protests of Eligible List P-2 for 9212 Airfield Safety Officer.

December 1, 1975: Over to meeting of December 15, 1975.

December 15, 1975: Appeal of Samuel Rascon over to next meeting. Further staff research required. Mr. Rascon to be advised by staff in writing of enumerated documentation required. Place Mr. Rascon (Rank 5) under waiver pending Civil Service Commission final action. Because of Mr. Rascon's ranking, hold one permanent requisition pending resolution of his status.

January 5, 1976: Appeal of Samuel Rascon over to the meeting of January 19, 1976.

January 19, 1976: Off Calendar.

Action: Over to the meeting of May 3, 1976. (Additional evidence of required work experience to be submitted. Vote of 2 to 1; Commissioner Alioto dissents; Commissioner Chow excused.)

40152-76 Appeal of staff's denial of protest on oral rating for Class 8238 Police Communications Dispatcher examination.

Action: Adopt Staff Report. Deny appeal of Ms. Nancy J. Gundran.

40164-76 Appeal re 3632 Senior Librarian Eligible List P-2.

Action: Over to the meeting of April 19, 1976.

40136-76 Q2 Police Officer examination - Special Reports.

1. Appeal of Dennis Joyce over to the meeting of April 19, 1976, at his request.
2. Grant appeal of Mary Burns. Cancel scores on athletic test and reschedule when practicable.
3. Deny appeal of Nannette Carrillo. Disqualify; remove name from eligible list.
4. Grant appeal of Stephen A. Zimmerman. Cancel scores on athletic test and reschedule when practicable.

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*Calendar - April 1976*  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 19, 1976

2:00 P.M.

DOCUMENTS

APR 20 1976

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Tarantino  
Commissioner Alioto  
Commissioner Salomon  
Excused: Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of April 5, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

5123-76 Anthony P. Psaila, S104 Motorman 58/E-96, Public Utilities  
Commission (Municipal Railway) - 3/5/76.  
  
April 5, 1976: Over to next meeting.  
  
Action: Over to meeting of May 3, 1976.

5124-76 Joseph R. Clark, S104 Motorman 137/E-109, Public Utilities  
Commission (Municipal Railway) - 3/29/76.  
  
Action: Over to meeting of May 3, 1976.

5125-76 Helena Sim, 1424 Clerk Typist CETA, Public Health (Central Office)-  
3/29/76.  
  
Action: Approve.

5126-76 Manuel C. Joseph, 2506 Central Supply Room Aide 1/E-52, Public  
Health (S.F. General Hospital) - 10/6/75.  
  
Action: Approve.

5127-76 Thomas Ellison, 2586 Health Worker II CETA, Public Health (Central  
Office) - 4/5/76.  
  
Action: Approve.

5128-76 William Pattison, 1424 Clerk Typist CETA, Art Commission - 4/6/76.  
  
Action: Approve.

5129-76 Donell Adams, 2724 School Custodian, Male 102/E-52, S.F. Community  
College District - 3/29/76.  
  
Action: Approve.

5141-76 Kelly Montford, 2604 Food Service Worker V3/E-69, Public Health  
(S.F. General Hospital) - 3/25/76.  
  
Action: Approve.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5130-76 Samuel Nava, Jr., 9910 Public Service Trainee CETA, Public  
Utilities Commission (Municipal Railway) - 3/19/76.  
  
April 5, 1976: Over to next meeting.  
  
Action: Over to meeting of May 3, 1976.



TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

- 5131-76 Raymond Perkins, 2302 Orderly CETA, Public Health (S.F. General Hospital) - 3/15/76.
- April 5, 1976: Over to next meeting.
- Action: Disapprove. Reinstate with full back pay.
- 5132-76 Ronald Hughes, 7560 Field Conservation Aide CETA, Recreation and Park - 2/25/76.
- March 15, 1976: Over to meeting of April 5, 1976.
- April 5, 1976: Over to next meeting.
- Action: Approve.
- 5133-76 Henry L. Thomas, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 3/10/76.
- Action: Approve.
- 5134-76 Robert McGee, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 3/10/76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of General Manager, Personnel after satisfactory completion of 2 years work experience outside the City and County service.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5135-76 Reconsideration of Civil Service Commission action of March 1, 1976- Florida Jackson, 2320 Registered Nurse 12/E-379, Public Health (Central Office) - 2/5/76.
- March 1, 1976 action: Return name to list not under waiver. Not to be assigned to the same supervisor again.
- April 5, 1976: Over to next meeting.
- Action: Over to meeting of May 3, 1976.
- 5136-76 Tom T. Fukuda, 5268 Architect V5/E-2, Airports Commission (Engineering) - 3/16/76.
- April 5, 1976: Over to next meeting.
- Action: Return name to list. Not to be certified again to the Airports Commission.
- 5137-76 Gary H. Schroeder, 2806 Disease Control Investigator 1/E-5, Public Health (Bureau of Disease Control) - 3/24/76.
- April 5, 1976: Over to next meeting.
- Action: Over to meeting of May 3, 1976.
- 5138-76 Reconsideration of Civil Service Commission action of January 19, 1976 - Robert Sams, S102 Conductor 372/E-111, Public Utilities Commission (Municipal Railway) - 11/6/75.
- January 19, 1976 action: Cancel all current examination and eligibility status. Future applications subject to review and approval of CSC Staff. Not to be certified again to Public Utilities.
- Action: Over to meeting of May 3, 1976.
- 5139-76 Robert Martin, 2724 School Custodian, Male 41/E-52, S.F. Unified School District (Custodial Services) - 3/16/76.
- Action: Return name to list. Not to be certified again to the S.F. Unified School District.



TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance) (continued)

5140-76 Jerry Butterfield, 2903 Eligibility Worker 261/E-8, Social Services - 4/9/76.

Action: Approve. Cancel all current examination and eligibility status. No future employment with the City and County of San Francisco.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5142-76 Bertram Johnson, 7409 Electrical Transit Serviceman V10/E-4, Public Utilities Commission (Municipal Railway) - 3/5/76.

April 5, 1976 - Over to next meeting.

Action: Over to meeting of May 3, 1976.

5143-76 Patrick Breen, 7381 Automotive Mechanic 10/E-7, Public Utilities Commission (Municipal Railway) - 3/5/76.

March 15, 1976: Over to meeting of April 5, 1976.

April 5, 1976: Over to next meeting.

Action: Over to meeting of May 3, 1976.

5144-76 Elmer Chamberlain, 7381 Automotive Mechanic 17/E-5, Public Utilities Commission (Municipal Railway) - 3/5/76.

March 15, 1976: Over to meeting of April 5, 1976.

April 5, 1976: Over to next meeting

Action: Approve.

5145-76 Henry Bell, 2302 Orderly V8/E-306, Public Health (S.F. General Hospital) - 4/8/76.

Action: Approve.

5146-76 Ashok Kataria, 3280 Assistant Recreation Director 127/E-4, Recreation and Park - 3/30/76.

Action: Approve. Cancel all current examination and eligibility status. No future employment with the City and County of San Francisco.

5147-76 David McClay, 7410 Automotive Serviceman 29/E-6, Public Utilities Commission (Municipal Railway) - 4/9/76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of CSC Staff after satisfactory completion of one year's work experience. outside the City and County service.

TERMINATION OF PROBATIONARY APPOINTMENT: (promotive)

5149-76 Arthur L. Cooper, 9102 Transit Car Cleaner 8/P-4, Public Utilities Commission (Municipal Railway) - 3/25/76. (Mr. Cooper notified by Department of right to hearing if appeal filed in 10 days. No appeal filed.)

Action: Disapprove. Reinstate to a position in Class 9102 Transit Car Cleaner, Public Utilities Commission, without back pay.



CLASSIFICATION AND PAY:

- 0629-75 Request for supervisorial differential adjustments re Salary Standardization Ordinance, Section IV.H.  
Action: Approve as recommended in Staff Report.
- 1065-76 Establishment of a new uniform rank in the San Francisco Police Department of Director of Community Relations.  
March 15, 1976: Over to next meeting. Staff to consult with City Attorney. (Vote of 3 to 1. Commissioner Salomon dissents; Commissioner Powell excused.)  
April 5, 1976: Over to meeting of April 19, 1976. Staff to consult with City Attorney.  
Action: Over to meeting of May 3, 1976.
- 1105-76 Administrative Provisions of the Annual Salary Ordinance for Fiscal Year 1976-77.  
March 15, 1976: Off Calendar. To be recalendared at a meeting to be determined.  
Action: Adopt amended Staff Report and forward to to the Board of Supervisors.
- 1111-76 Classification of newly budgeted position, Retirement System.  
March 15, 1976: Over to next meeting.  
April 5, 1976: Over to meeting of April 19, 1976.  
Action: Adopt new class Executive Assistant to the General Manager, Retirement System. Amend Section 697010 of the Annual Salary Ordinance accordingly.
- 1140-76 Survey of one position in Class 1450 Principal Clerk Stenographer at the War Memorial of San Francisco.  
Action: Adopt Staff Report. Reclassify one position currently in Class 1450 Principal Clerk Stenographer, Salary Sch. 28.0 \$379-453 B/W and \$827-939 Monthly to 1446 Senior Clerk Stenographer, Salary Sch. 26.0 \$346-414 B/W, \$755-904 Monthly; amend Annual Salary Ordinance Section 691010 to reflect this action.
- 1143-76 Amendment to the class specification 3115 Executive Assistant to the General Manager, Recreation and Park Department.  
Action: Over to meeting of May 3, 1976.

IN-SERVICE ACTIVITIES:

- 2105-76 Appeal of the decision of the Superintendent of Schools to place employee on sick leave without pay.  
April 5, 1976: Over to meeting of April 19, 1976.  
Action: Adopt Staff Report. Grant appeal of Dorothea Rhodes.
- 2165-76 Proposed amendments to Civil Service Rules as a result of meet and confer sessions with Service Employees International Union (SEIU).  
April 5, 1976: Post for adoption in two weeks on Monday, April 19, 1976.  
Action: Over to meeting of May 3, 1976.
- 2166-76 Proposed amendments to the following rules dealing with the administration of the activities of the Civil Service Commission: 3.01, 3.04, 4.03, and 5.03.  
April 5, 1976: Post for adoption in two weeks on Monday, April 19, 1976.  
Action: Over to meeting of May 3, 1976.





MISCELLANEOUS:

3012-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral authorization numbers: 1069-1088

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

40164-76 Appeal re 3632 Senior Librarian Eligible List P-2.

April 5, 1976: Over to meeting of April 19, 1976.

Action: Off calendar pending receipt of necessary documents.

40176-76 Request for approval of the Board of Supervisors to hold a promotional examination, Class 2816 Chief Bureau of Records and Statistics, for one qualified applicant.

Action: Request approval from the Board of Supervisors to hold the promotional examination 2816 Chief Bureau of Records and Statistics for one candidate.

40177-76 Special report re examination for Class Q-35 Assistant Inspector and Q-50 Police Sergeant.

Action: Over to meeting of May 3, 1976.

40182-76 Appeal of Staff denials of protests re the examination announcement for Class H-2 Firefighter.

Action: 1. Advise petitioner that age requirement not subject to the jurisdiction of the Civil Service Commission.  
2. Reopen filing of applications for individuals meeting specified requirements.

40186-76 Appeal of Staff denials of protests re terms of the promotional examination announcement for Class 7282 Street Repair General Foreman.

Action: Deny appeals of John Giorgi and John Roumbanis.

40187-76 Cancellation of promotional examination announcement for Class 9252 Airport Maintenance Superintendent.

Action: Over to meeting of May 3, 1976.

40188-76 Appeal of Staff's denial of protest re terms of the promotional examination announcement for Class 5171 Street Repair Assistant Superintendent.

Action: Deny appeal of John Giorgi.

40190-76 Appeal of Staff's denial of ratings not filed during time period specified by Charter - seniority of service ratings in the examination for Class 3291 Principal Recreation Supervisor.

Action: Over to meeting of May 3, 1976.

40192-76 Appeal of Staff's denial of protest on Qualifications Appraisal Interview rating for Class 4346 Delinquent Revenue Assistant Supervisor.

Action: Over to meeting of May 3, 1976.

40136-76 Q2 Police Officer examination - Special Reports.

Action: Over to meeting of May 3, 1976.



SEPARATIONS FROM SERVICE: (continued)

TERMINATION OF LIMITED TENURE APPOINTMENT:

5148-76 Charles Juratovac, 2585 Health Worker I CETA, Department of Public Health (Central Office) - 2/20/76.

March 1, 1976: Over to meeting of March 15, 1976.  
March 15, 1976: Over to next meeting.  
April 5, 1976: Over to meeting of April 19, 1976. The Commission appointed a committee to discuss certain questions with the Department of Public Health Staff and directed that this item appear at the end of the April 19 calendar.

Action: Disapprove. Reinstate to position without back pay.

UNDER SUBMISSION:

2114-76 Concerning authority of Civil Service Commission to delegate certain of its responsibilities on Civil Service Commission Rule amendments.

March 4, 1976: Under submission. Decision to be announced at a future date.

Action: March 8, 1976: Authorize the General Manager, Personnel to meet and confer on rule amendments subject to the review and approval of the Civil Service Commission.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 3, 1976

2:00 P.M.

DOCUMENTS

MAY 7 1976

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Salomon  
Excused: Commissioner Powell  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of April 19, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

- 5152-76 Anthony Psaila, S104 Motorman 58/E96, Public Utilities Commission (Municipal Railway) - 3/5/76.  
April 5, 1976: Over to next meeting.  
April 19, 1976: Over to meeting of May 3, 1976.  
Action: Over to the meeting of May 17, 1976.
- 5153-76 Joseph Clark, S104 Motorman 137/E109, Public Utilities Commission (Municipal Railway) - 3/29/76.  
April 19, 1976: Over to meeting of May 3, 1976.  
Action: Over to the meeting of May 17, 1976.
- 5154-76 Robert Webb, S104 Motorman 89/E108, Public Utilities Commission (Municipal Railway) - 3/30/76.  
Action: Over to the meeting of May 17, 1976.
- 5155-76 Carlos Ybarra, 9910 Public Service Trainee CETA, Mayor's Office - 3/26/76.  
Action: Approve.
- 5156-76 Tony Jackson, 3540 Curatorial Aide CETA, Art Commission - 4/12/76.  
Action: Approve.
- 5157-76 Bonnie Rosenfeld, 1424 Clerk Typist 125/E181, Public Health (S.F. General Hospital) - 4/8/76.  
Action: Return name to list under waiver of appointment. This waiver to remain in effect until medically cleared by the Civil Service Commission Examining Physician.
- 5158-76 James W. Jackson, 2736 Porter CETA, Public Health (S.F. General Hospital) - 4/8/76.  
Action: Approve. Cancel all current examination and eligibility status.
- 5159-76 Jonathan Mason, 7560 Field Conservation Aide CETA, S.F. Port Commission (Maintenance) - 3/30/76.  
Action: Over to the meeting of May 17, 1976.



AUTOMATIC RESIGNATIONS: (continued)

- 5160-76 Gustavo Acevedo, 7560 Field Conservation Aide CETA, S.F. Port Commission (Maintenance) - 3/30/76.  
Action: Approve.
- 5161-76 William Young, 7560 Field Conservation Aide CETA, S.F. Port Commission (Maintenance) - 3/30/76.  
Action: Approve.
- 5162-76 Sandra Gordon, 1430 Transcriber Typist 4/E27, Social Services - 4/13/76.  
Action: Approve.
- 5163-76 Mae Henley, 2903 Eligibility Worker 42/P1, Social Services - 4/21/76.  
Action: Approve.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5164-76 Samuel Nava, Jr., 9910 Public Service Trainee CETA, Public Utilities Commission (Municipal Railway) - 3/19/76.  
April 5, 1976: Over to next meeting.  
April 19, 1976: Over to meeting of May 3, 1976.  
Action: Approve.
- 5165-76 Whitman McGowan, 9971 Community Worker CETA, Fine Arts Museums - 4/9/76.  
Action: Over to the meeting of May 17, 1976.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5166-76 Reconsideration of Civil Service Commission action of March 1, 1976 - Florida Jackson, 2320 Registered Nurse 12/E379, Public Health (Central Office) - 2/5/76.  
March 1, 1976 action: Return name to list not under waiver. Not to be assigned to the same supervisor again.  
April 5, 1976: Over to next meeting.  
April 19, 1976: Over to meeting of May 3, 1976.  
Action: Over to the meeting of May 17, 1976.
- 5167-76 Gary H. Schroeder, 2806 Disease Control Investigator 1/E5, Public Health (Bureau of Disease Control) - 3/24/76.  
April 5, 1976: Over to next meeting.  
April 19, 1976: Over to meeting of May 3, 1976.  
Action: Over to the meeting of May 17, 1976.
- 5168-76 Reconsideration of Civil Service Commission action of January 19, 1976 - Robert Sams, S102 Conductor 372/E111, Public Utilities Commission (Municipal Railway) - 11/6/75.  
January 19, 1976 action: Cancel all current examination and eligibility status. Future applications subject to review and approval of CSC staff. Not to be certified again to Public Utilities.  
April 19, 1976: Over to meeting of May 3, 1976.  
Action: Over to the meeting of May 17, 1976.
- 5169-76 Madeleine Humphries, 1424 Clerk Typist 304/E181, S.F. Unified School District (Children's Centers) - 4/16/76.  
Action: Over to the meeting of May 17, 1976.





TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance) (continued)

5170-76 Amy H. Liberty, 1424 Clerk Typist 375/E181, S.F. Unified School District (Transportation Section) - 4/30/76.

Action: Return name to list. Ms. Liberty is encouraged to thoroughly investigate future job offers before accepting a position, the primary duty of which is telephone work.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5171-76 Bertram Johnson, 7409 Electrical Transit Serviceman V10/E4, Public Utilities Commission (Municipal Railway) - 3/5/76.

April 5, 1976: Over to next meeting.

April 19, 1976: Over to meeting of May 3, 1976.

Action: Over to the meeting of June 7, 1976.

5172-76 Patrick Breen, 7381 Automotive Mechanic 10/E7, Public Utilities Commission (Municipal Railway) - 3/5/76.

March 15, 1976: Over to meeting of April 5, 1976.

April 5, 1976: Over to next meeting.

April 19, 1976: Over to meeting of May 3, 1976.

Action: Over to the meeting of May 17, 1976.

5173-76 Daniel Moreno, 1404 Clerk 295/E14, Finance & Records (Tax Collector) - 4/23/76.

Action: Approve.

5174-76 Julita Rose, 2903 Eligibility Worker 98/E7, Social Services - 4/23/76.

Action: Over to the meeting of May 17, 1976.

5175-76 Wallace A. Butler, 2302 Orderly 10/E294, Public Health (S.F. General Hospital) - 3/12/76.

April 5, 1976: Over to meeting of May 3, 1976.

Action: Over to the meeting of May 17, 1976.

CLASSIFICATION AND PAY:

0397-74 Rehearing of request from William J. Murphy, Attorney at Law, on behalf of Mr. William R. Giessner, Mr. Robert C. Cockburn and Mr. Mark Noonan for status rights to certain levels in the Sanitary Engineering series of classifications (per Court Order).

June 17, 1974: Adopt Staff Report.

July 7, 1975: Over to meeting of July 21, 1975, at request of William J. Murphy.

July 21, 1975: Over to meeting of September 2, 1975, at request of William J. Murphy.

Sept. 2, 1975: Over to meeting of October 6, 1975, at request of William J. Murphy.

Oct. 6, 1975: Over to Special Meeting of October 23, 1975, at request of Albert Ambrose.

Oct. 23, 1975: Off Calendar. Staff to consult with City Attorney.

Feb. 2, 1976: Over to meeting of March 1, 1976, at request of William J. Murphy.

March 1, 1976: Over to meeting of April 5, 1976.

April 5, 1976: Over to meeting of May 3, 1976.

Action: Sustain action of June 17, 1974.



CLASSIFICATION AND PAY: (continued)

- 1065-76      Establishment of a new uniform rank in the San Francisco Police Department of Director of Community Relations.
- March 15, 1976: Over to next meeting. Staff to consult with City Attorney. (Vote of 3 to 1. Commissioner Salomon dissents; Commissioner Powell excused.)
- April 5, 1976: Over to meeting of April 19, 1976. Staff to consult with City Attorney.
- April 19, 1976: Over to meeting of May 3, 1976.
- Action: Over to the meeting of May 17, 1976.
- 1113-76      Request to classify one budgeted 1426 Senior Clerk Typist (Part-Time, School Term) position, San Francisco Unified School District.
- Action: Adopt Staff Report.
1. Classify one four-hour-per-day School Term 1426 Senior Clerk Typist position (Sch. 25.5, \$738M886).
  2. Advise the District to amend its Annual Salary Resolution accordingly.
- 1141-76      Request for additional compensation.
- Action: Over to the meeting of May 17, 1976.
- 1143-76      Amendment to the class specification 3115 Executive Assistant to the General Manager, Recreation and Park Department.
- Action: Amend specification for Class 3115 Executive Assistant to General Manager, Recreation and Park Department as recommended in the Staff Report.
- 1163-76      Review of Personal Services Contract between the Chief Administrative Officer and Richard Sklar.
- Action: Over to the meeting of May 17, 1976.
- 0629-76      Request for supervisorial differential adjustments re Salary Standardization Ordinance, Section IV.H.
- Action: Approve as indicated in Staff Report.
- 1013-76      Amendment to Annual Salary Ordinance Section 1.1(A) modifying the procedure for the establishment of permanent part-time positions.
- Action: Over to the meeting of May 17, 1976.

IN-SERVICE ACTIVITIES:

- 2137-76      Reconsideration of Civil Service Commission action of April 5, 1976: Appeal of disapproval of holiday pay for employee in Class 2910 Social Worker.
- April 5, 1976: Adopt Staff Report. Deny appeal of Ellen Felcher.
- Action: Sustain action of April 5, 1976.
- 2165-76      Proposed amendments to Civil Service Rules as a result of meet and confer sessions with Service Employees International Union (SEIU).
- Action: Over to the meeting of May 17, 1976.
- 2166-76      Proposed amendments to the following rules dealing with the administration of the activities of the Civil Service Commission: 3.01, 3.04, 4.03, and 5.03.
- Action: Over to the meeting of May 17, 1976.



IN-SERVICE ACTIVITIES: (continued)

2202-76 Resolution of commendation for Margaret Connolly, Adult Probation Department, upon her retirement.

Action: Approve.

MISCELLANEOUS:

3012-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral authorization numbers: 1089  
1091-1094  
1096-1110

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

40175-76 Protest of promotive examination announcement for Class 4268 Assistant Chief Real Property Appraiser.

Action: Amend promotive examination announcement for Class 4268 Assistant Chief Real Property Appraiser by removing asterisk.

40176-76 Special Report re residency status of Augusta Fields, Class 7530 Street Cleaner (7/E8).

Action: Over to the meeting of May 17, 1976.

40177-76 Special Report re examination for Class Q-35 Assistant Inspector and Q-50 Police Sergeant.

April 19, 1976: Over to meeting of May 3, 1976.

Action: Adopt Staff Report. Deny requests of Inge S. Underdal and Joseph Engler.

40187-76 Cancellation of promotive examination announcement for Class 9252 Airport Maintenance Superintendent.

April 19, 1976: Over to meeting of May 3, 1976.

Action: Cancel current promotive examination announcement; issue new examination announcement.

40190-76 Appeal of staff's denial of ratings not filed during time period specified by Charter - seniority of service ratings in the examination for Class 3291 Principal Recreation Supervisor.

Action: Over to the meeting of May 17, 1976.

40192-76 Appeal of staff's denial of protest on Qualifications Appraisal Interview rating for Class 4346 Delinquent Revenue Assistant Supervisor.

April 19, 1976: Over to meeting of May 3, 1976.

Action: Deny appeal of Rita F. Spooler.

40215-76 Appeal of staff's denial of protest on Qualifications Appraisal Interview rating for Class 1408 Principal Clerk.

Action: 1. Deny appeal of Clodualdo Viojan.  
2. Award Patricia Eng a minimum passing score of 70% in the Qualifications Appraisal Interview rating for Class 1408 Principal Clerk.



RECRUITMENT AND EXAMINATIONS: (continued)

40219-76 Request for approval of the Board of Supervisors to hold a promotive examination for one qualified applicant - Class 5261 Architectural Assistant II.

Action: Request approval of the Board of Supervisors to hold a promotive examination for one qualified applicant - Class 5261 Architectural Assistant II.

40428-75 Protests on Eligible List P-2 for 9212 Airfield Safety Officer.

December 1, 1975: Over to meeting of December 15, 1975.

December 15, 1975: Appeal of Samuel Rascon over to next meeting. Further staff research required. Mr. Rascon to be advised by staff in writing of enumerated documentation required. Place Mr. Rascon (Rank 5) under waiver pending Civil Service Commission final action. Because of Mr. Rascon's ranking, hold one permanent requisition pending resolution of his status.

January 5, 1976: Appeal of Samuel Rascon over to the meeting of January 19, 1976.

January 19, 1976: Off Calendar.

April 5, 1976: Over to meeting of May 3, 1976.

Action: Allow protests. Disqualify Samuel Rascon in the examination for 9212 Airfield Safety Officer and remove his name from List P-2.

40136-76 Q2 Police Officer examination - Special Reports.

Action: Find Dennis Joyce qualified as to hearing.





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DOCUMENTS

MAY 27 1976

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 17, 1976

SAN FRANCISCO  
PUBLIC LIBRARY

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Chow excused after  
Item 2166 considered.  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of May 3, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

- 5176-76      Anthony Psaila, S104 Motorman 58/E96, Public Utilities Commission  
(Municipal Railway) - 3-5-76.
- April 5, 1976:    Over to next meeting.  
April 19, 1976:   Over to meeting of May 3, 1976.  
May 3, 1976:      Over to meeting of May 17, 1976.
- Action: Approve. Not to be certified to Public Utilities  
Commission again. (Vote of 4 to 1. Commissioner Powell dissents.)
- 5177-76      Joseph Clark, S104 Motorman 137/E109, Public Utilities Commission  
(Municipal Railway) - 3-29-76.
- April 19, 1976:   Over to meeting of May 3, 1976.  
May 3, 1976:      Over to meeting of May 17, 1976.
- Action: Over to Special Meeting of May 24, 1976.
- 5178-76      Robert Webb, S104 Motorman 89/E108, Public Utilities Commission  
(Municipal Railway) - 3-30-76.
- May 3, 1976:    Over to meeting of May 17, 1976.
- Action: Approve.
- 5179-76      Jonathan Mason, 7560 Field Conservation Aide CETA, S.F. Port  
Commission (Maintenance) - 3-30-76.
- May 3, 1976:    Over to meeting of May 17, 1976.
- Action: Over to meeting of June 7, 1976 at request of attorney.
- 5180-76      Michael Warning, 1424 Clerk Typist CETA, Art Commission - 4-8-76.
- Action: Over to meeting of June 21, 1976 at request of department.
- TERMINATIONS OF LIMITED TENURE APPOINTMENTS:
- 5181-76      Whitman McGowan, 9971 Community Worker CETA, Fine Arts Museums -  
4-9-76.
- May 3, 1976:    Over to meeting of May 17, 1976.
- Action: Over to meeting of June 21, 1976 at request of department.



TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5182-76 Reconsideration of Civil Service Commission action of March 1, 1976 - Florida Jackson, 2320 Registered Nurse 12/E379, Public Health (Central Office) - 2-5-76.

Action: Sustain action of March 1, 1976. (Return name to list not under waiver. Not to be assigned to the same supervisor again.)

5183-76 Gary H. Schroeder, 2806 Disease Control Investigator 1/E5, Public Health (Bureau of Disease Control) - 3-24-76.

Action: Approve. Vote of 3 to 2. Commissioners Powell and Chow dissent.)

5184-76 Reconsideration of Civil Service Commission action of January 19, 1976 - Robert Sams, S102 Conductor 372/E111, Public Utilities Commission (Municipal Railway) - 11-6-75.

Action: Sustain action of January 19, 1976. (Cancel all current examination and eligibility status. Future applications subject to review and approval of CSC staff. Not to be certified again to Public Utilities.)

5185-76 Madeleine Humphries, 1424 Clerk Typist 304/E181, S.F. Unified School District (Children's Centers) - 4-16-76.

Action: Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel. (Vote of 4 to 1. Commissioner Powell dissents.)

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5186-76 Patrick Breen, 7381 Automotive Mechanic 10/E7, Public Utilities Commission (Municipal Railway) - 3-5-76.

Action: Over to Special Meeting of May 24, 1976 at his request.

5187-76 Julita Rose, 2903 Eligibility Worker 98/E7, Social Services - 4-23-76.

Action: Over to meeting of July 19, 1976 at her request.

5188-76 Wallace A. Butler, 2302 Orderly 10/E294, Public Health (S.F. General Hospital) - 3-12-76.

Action: Return name to list.

5132-74 Esther Dillard, 2302 Orderly 90/E301, Public Health (Laguna Honda Hospital) - 7-5-74.

Action: Over to meeting of June 7, 1976 at the request of department.

CLASSIFICATION AND PAY:

1013-76 Amendment to Annual Salary Ordinance Section 1.1(A) modifying the procedure for the establishment of permanent part-time positions.

Action: Deny Staff Report. (Vote of 4 to 1. Commissioner Chow abstains.)

1065-76 Establishment of a new uniform rank in the San Francisco Police Department of Director of Community Relations.

Action: Refer to staff for further study and for consultation with the City Attorney. (Vote of 4 to 1. Commissioner Salomon dissents.)



CLASSIFICATION AND PAY: (continued)

- 1141-76 Request for additional compensation.  
Action: Over to meeting of June 21, 1976 at request of attorney.
- 1163-76 Review of Personal Services Contract between the Chief Administrative Officer and Richard Sklar.  
Action: Contract reviewed; forward to the Purchaser of Supplies.
- 1174-76 Classification of three budgeted positions in the San Francisco Unified School District, Purchasing Section.  
Action: Adopt Staff Report.  
  1. Classify one 1956 Senior Purchaser position (Sch. 39.7 \$650-785 B/W).
  2. Classify two 1952 Purchaser positions (Sch. 36.7 \$565-681 B/W).
  3. Advise the District to amend its Annual Salary Resolution accordingly.
- 1175-76 Survey of one vacant 1424 Clerk Typist position, San Francisco Unified School District, Legal Adviser's Office.  
Action: Adopt Staff Report.  
  1. Reclassify one 1424 Clerk Typist position (Sch. 23.5 \$669M808 to 1458 Legal Stenographer (Sch. 27.0 \$784M948).
  2. Advise the Board of Education to amend its Annual Salary Resolution accordingly.

IN-SERVICE ACTIVITIES:

- 2165-76 Proposed amendments to Civil Service Rules as a result of meet and confer sessions with Service Employees International Union (SEIU).  
Action: Adopt proposed amendments to the Civil Service Commission Rules as amended. Refer to staff the establishment of the procedure for submission of names to serve on committee to study proposed amendments to Rule 34 and to Charter Section 8.341.
- 2166-76 Proposed amendments to the following rules dealing with the administration of the activities of the Civil Service Commission: 3.01, 3.04, 4.03, and 5.03.  
Action: Adopt proposed amendments to the Civil Service Commission Rules as amended.
- 2209-76 Special Report - Assignment of duties of employee in Class 1224 Principal Payroll and Personnel Clerk, Water Department.  
Action: Refer to staff for further study.
- 2216-76 Status grant for employees and eligibles on the List E-1 for Class 1341 Public Service Assistant.  
Action: Adopt Staff Report. Subject to passing a qualifying typing test, grant status rights to employees in Class 1341 Public Service Assistant and eligibles on List E-1 (Class 1341) to Class 1426 Senior Clerk Typist.

MISCELLANEOUS:

- 3016-76 From the heads of various departments requesting authorization to make non-civil service appointments:  
Oral authorization numbers: 1111-1135  
Action: Approve.



MISCELLANEOUS: (continued)

3017-76 Request from department to backdate requisitions:

T-50101	9742 Staff Assistant V	3-1-76	Mayor's Office
T-50102	9738 Staff Assistant III	3-1-76	" "
T-50103	9738 Staff Assistant III	3-1-76	" "
T-50104	9744 Staff Assistant VI	3-1-76	" "

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

40176-76 Special Report re residency status of Augusta Fields, Class 7530 Street Cleaner (7/E8).

Over to Special Meeting of May 24, 1976 at his request.

40190-76 Appeal of staff's denial of ratings not filed during time period specified by Charter - seniority of service ratings in the examination for Class 3291 Principal Recreation Supervisor.

Action: Over to meeting of June 7, 1976 at request of attorney.

40231-76 Cancellation of examination for Class 5276 City Planning Intern issued March 12, 1976.

Action: Cancel examination and notify applicants accordingly.

40234-76 Special Report re background investigation in the examinations for Classes 8202, 8207, and 8226.

Action: Deny appeal of Nicholas Quirarte. Remove name from eligible lists for Classes 8202, 8207, and 8226.





# SAN FRANCISCO CIVIL SERVICE COMMISSION

JOSEPH C. TARANTINO  
WILLIAM JACK CHOW  
FRANK N. ALIOTO  
GENEVIEVE POWELL  
DARRELL SALOMON

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

DOCUMENTS

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BERNARD ORSI

General Manager, Personnel

SAN FRANCISCO  
PUBLIC LIBRARY

## SPECIAL MEETING

Public Health Auditorium, 101 Grove

May 24, 1976, 1:30 p.m.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Salomon

Excused: Commissioner Powell  
Commissioner Tarantino presided.

### SEPARATIONS FROM SERVICE:

#### AUTOMATIC RESIGNATIONS:

- 5190-76 Joseph Clark, S104 Motorman 137/E109, Public Utilities Commission (Municipal Railway) - 3-29-76.  
Action: Off Calendar. Refer to staff of the Municipal Railway for further discussion.
- 5191-76 Gladys Kennedy, 2302 Orderly 10/E270, Public Health (S.F. General Hospital) - 4-23-76.  
Action: Over to meeting of June 7, 1976.
- 5192-76 Pauline Floyd, 1424 Clerk Typist 310/E174, Public Health (S.F. General Hospital) - 4-23-76.  
Action: Off Calendar. Remand to the Department of Public Health.
- 5193-76 Richard Carroll, 2528 Medical Steward CETA, Public Health (Emergency Medical Service) - 4-21-76.  
Action: Approve.
- 5194-76 Gary Edwards, 2760 Laundry Worker CETA, Public Health (Laguna Honda Hospital) - 4-23-76.  
Action: Approve.
- 5195-76 Jean Hollis, 1424 Clerk Typist 90/E179, S.F. Unified School District (Academic Support Services) - 4-28-76.  
Action: Over to meeting of June 7, 1976.
- 5196-76 Rose Marie Torres, 3598 School Aide III 8/E2, S.F. Unified School District - 4-27-76.  
Action: Approve.
- 5197-76 Margaret Maldonado, 3595 School Aide I CETA, S.F. Unified School District - 5-5-76.  
Action: Approve.



AUTOMATIC RESIGNATIONS: (continued)

5198-76 Gordon R. Mason, 2724 School Custodian 14/E52, S.F. Community College District - 5-6-76.

Action: Approve.

5199-76 Richard Harper, 8106 Legal Process Clerk CETA, Finance and Records (County Clerk) - 4-13-76.

Action: Approve.

RESIGNATIONS:

5200-76 Judithann Boland, 1708 Senior Telephone Operator 4/E2, Public Health (Laguna Honda Hospital) - 3-10-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to medical clearance by the Civil Service Commission Examining Physician and approval of the General Manager, Personnel. Not to be certified to Department of Public Health again.

5201-76 William Pagan, 2736 Porter 61/E49, Public Health (S.F. General Hospital) - 3-29-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to approval of the General Manager, Personnel. Not to be certified to the Department of Public Health again.

5202-76 Janet Mackey, 2312 Licensed Vocational Nurse 9/E56, Public Health (S.F. General Hospital) - 3-16-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to approval of the General Manager, Personnel. Not to be certified to Department of Public Health again.

5203-76 Richard DeSimony, S102 Conductor 208/E111, Public Utilities Commission (Municipal Railway) - 4-6-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to approval of the General Manager, Personnel. Not to be certified to Public Utilities Commission again.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5204-76 David Tuiasosopo, 8207 Building and Grounds Patrolman CETA, S.F. Community College District - 5-5-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to approval of the General Manager, Personnel. Not to be certified to S.F. Community College District again.

5205-76 Robert C. Spooner, 3598 School Aide III CETA, S.F. Unified School District - 5-6-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to approval of the General Manager, Personnel. Not to be certified to S.F. Unified School District again.

TERMINATIONS OF PROBATIONARY APPOINTMENTS:

5206-76 Curtis Blair, 2736 Porter 76/E49, Public Health (Laguna Honda Hospital) - 5-11-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to approval of the General Manager, Personnel. Not to be certified to Department of Public Health again.



TERMINATIONS OF PROBATIONARY APPOINTMENTS:

- 5207-76 William Lloyd, 2736 Porter 36/E50, Public Health (Laguna Honda Hospital) - 5-11-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to approval of the General Manager, Personnel. Not to be certified to Department of Public Health again.
- 5208-76 Melvin C. Glaze, 8204 Institutional Policeman 21/E6, Public Health (S.F. General Hospital) - 4-14-76.
- Action: Approve.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5209-76 Patrick Breen, 7381 Automotive Mechanic 10/E7, Public Utilities Commission (Municipal Railway) - 3-5-76.
- Action: Return name to list. Not to be certified to the Municipal Railway again.

CLASSIFICATION AND PAY:

- 1185-76 Survey of Class 7203 Buildings and Grounds Maintenance Supervisor.
- Action: Adopt Staff Report as amended. Amend class specification for Class 7203 Buildings and Grounds Maintenance Supervisor.
- 1186-76 Reorganization of the San Francisco Water Department Alameda and Peninsula Divisions.
- Action: Over to meeting of June 7, 1976.
- 1187-76 Special Report re employment status of five part-time Assistant to Professionals, Department of Public Health, Bureau of Disease Control.
- Action: Adopt Staff Report. Advise petitioners that 1) the allegations concerning harassment during employment is not properly before the Commission and 2) the appointing officer of the Department of Public Health properly utilized the layoff procedures as provided by Charter.

IN-SERVICE ACTIVITIES:

- 2237-76 Special Report re candidate's eligibility for certification in Class 2724 School Custodian.
- Action: Find Lynn R. Molex eligible for certification in Class 2724 School Custodian.
- 2242-76 Submission of Charter amendments re Hearing Officer and examination procedures.
- Action: Authorize staff to meet and confer with employee organizations on proposed Charter amendments re Hearing Officer, examination of laborers, and the merging of entrance and promotive lists.

MISCELLANEOUS:

- 3020-76 Request from S.F. Unified School District to backdate requisition F-50581 for one 1400 Student Aide, February 9, 1976.
- Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

- 40176-76 Special Report re residency status of Augusta Fields, Class 7530 Street Cleaner (7/E8).
- Action: Deny Staff Report.



*Calendar - Action Items*  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 7, 1976

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Alioto  
Commissioner Powell  
Commissioner Salomon  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of May 17, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

5213-76 Gladys Kennedy, 2302 Orderly 10/E270, Public Health (S.F. General Hospital) - 4-23-76.

May 24, 1976: Over to meeting of June 7, 1976.

Action: Approve.

5214-76 Jean Hollis, 1424 Clerk Typist 90/E179, S.F. Unified School District (Academic Support Services) - 4-28-76.

May 24, 1976: Over to meeting of June 7, 1976.

Action: Return name to list under waiver of appointment, this waiver to remain in effect until medically cleared by the Civil Service Commission Medical Examiner.

5215-76 Mary J. Dean, 1444 Clerk Stenographer 2/E218, Public Health (S.F. General Hospital) - 5-17-76.

Action: Approve.

5216-76 Lauren Brooks, 1424 Clerk Typist CETA, Public Health (S.F. General Hospital) - 5-17-76.

Action: Approve.

5217-76 Jill Kobets, 1424 Clerk Typist CETA, Public Health (S.F. General Hospital) - 5-17-76.

Action: Approve.

5218-76 Versil Milton, 2586 Health Worker II CETA, Public Health (Youth Guidance) - 5-12-76.

Action: Approve.

5219-76 Richard Barrett, 7428 Hod Carrier 3/E9, Public Works - 4-27-76.

Action: Approve.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5220-76 Jonathan Mason, 7560 Field Conservation Aide CETA, Port Commission - 3-30-76.

May 3, 1976: Over to meeting of May 17, 1976.

May 17, 1976: Over to meeting of June 7, 1976

Action: Approve.





TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

- 5221-76 James McGrath, 2987 Community Representative CETA, Commission on the Aging - 5-11-76.
- Action: Approve without prejudice.
- 5222-76 Bobby T. Shaw, 8106 Legal Process Clerk CETA, Finance and Records (County Clerk) - 5-3-76.
- Action: Approve. Refer to Mayor's CETA Office to explore the possibilities of other employment under CETA.
- 5223-76 Robert Rotner, 8106 Legal Process Clerk CETA, Finance and Records (County Clerk) - 5-25-76.
- Action: Approve. Future employment subject to review and approval of the General Manager, Personnel. (Vote of 3 to 2. Commissioners Powell and Chow dissenting.)

RESIGNATIONS:

- 5224-76 Reconsideration of Civil Service Commission action of April 5, 1976 - Donna Conlin, 1444 Clerk Stenographer 5/E247, Social Services - 2-12-76.
- April 4, 1976 action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after completion of two years' satisfactory work experience outside the City and County service. Not to be certified again to the Department of Social Services.
- Action: Over to meeting of June 21, 1976. (Notification to be sent by certified mail.)
- 5225-76 John Greig, 1450 Principal Clerk Stenographer 22/P4, Public Health (S.F. General Hospital) - 4-28-76.
- Action: Over to meeting of June 21, 1976 at request of Attorney.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5226-76 Bob Reese, 1424 Clerk Typist 86/E1, Public Health (S.F. General Hospital) - 5-12-76.
- Action: Over to meeting of June 21, 1976 at request of Union Representative.
- 5227-76 Leslye Stockstill, 330 Deputy Clerk 63/E15, Municipal Court (Traffic) - 5-28-76.
- Action: In Executive Session: Return name to list. (Vote of 3 to 2. Commissioners Tarantino and Alioto dissenting.)

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5228-76 Reconsideration of Civil Service Commission action of April 19, 1976 - Elmer Chamberlain, 7381 Automotive Mechanic 17/E5, Public Utilities Commission (Municipal Railway) - 3-5-76.
- April 19, 1976 action: Approve.
- Action: Return name to list.



TERMINATIONS OF TEMPORARY APPOINTMENTS: (continued)

5229-76 Bertram Johnson, 7409 Electrical Transit Serviceman V10/E4, Public Utilities Commission (Municipal Railway) - 3-5-76.

April 5, 1976: Over to next meeting.

April 19, 1976: Over to meeting of May 3, 1976.

May 3, 1976: Over to meeting of June 7, 1976.

Action: Over to meeting of June 21, 1976. Refer to staff to explore the possibilities of other employment.

5230-76 Rosemary Young, 1424 Clerk Typist 79/E185, S.F. Community College District - 5-7-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of two years' work experience outside the City and County service.

5231-76 Rushnell Williams, 7464 Voting Machine Serviceman 55/E1, Finance and Records (Registrar of Voters) - 5-14-76.

Action: Approve.

5132-74 Esther Dillard, 2302 Orderly 90/E301, Public Health (Laguna Hospital) - 7-5-74.

July 15, 1974: Cancel all current examination and eligibility status. Future application subject to review and approval of Civil Service Commission staff after presentation of proof of satisfactory completion of six months' work experience outside the City service. Not to be certified to Department of Public Health again.

August 19, 1974: Reconsideration of July 15, 1974 action: Sustain original action.

March 29, 1976: Remanded for new hearing per Court Order.

May 17, 1976: Over to meeting of June 7, 1976.

Action: Over to the meeting of June 21, 1976. Staff to provide a copy of all documents in the possession of the Commission to appellant; Department of Public Health to provide access to Esther Dillard's personnel file for duplication of requested records at the expense of appellant.

CLASSIFICATION AND PAY:

1161-76 Survey of 27 positions in the Commission on Aging and establishment of new series of classes.

Action: Adopt Staff Report.

1. Establish the following new classifications with positions allocated as follows:

3 - 9720 Specialist in Aging I	(Sal. Sch. 31)	\$11,373-13,644 ann.
3 - 9722 Specialist in Aging II	(Sal. Sch. 34.5)	13,356-16,092 "
2 - 9724 Specialist in Aging III	(Sal. Sch. 37)	14,988-18,108 "
1 - 1839 Administrative Asst., Commission on Aging	(Sal. Sch. 37)	14,988-18,108 "

2. Allocate 18 positions to existing classes as follows:



CLASSIFICATION AND PAY: (continued)

- 1 - 1312 Public Information Officer
- 1 - 1424 Clerk Typist
- 1 - 1430 Transcriber Typist
- 2 - 1444 Clerk Stenographer
- 1 - 1446 Sr. Clerk Stenographer
- 1 - 1630 Account Clerk
- 1 - 1650 Accountant
- 1 - 2846 Nutritionist
- 9 - 9971 Community Worker (PT)

- 3. Amend the class specifications for 2846 Nutritionist and 9971 Community Worker to include the duties performed by employees in the Commission on Aging.
- 4. Amend the Annual Salary Ordinance Section 152080 - Interdepartmental Salaries, to reflect the establishment of these positions.

1186-76 Reorganization of the San Francisco Water Department Alameda and Peninsula Divisions.

May 24, 1976: Over to meeting of June 7, 1976.

Action: Over to meeting of June 21, 1976.

1194-76 Survey of one vacant 1444 Clerk Stenographer position, S.F.U.S.D., Health, Environmental and Homemaking Education Division.

Action: Adopt Staff Report.

- 1. Reclassify one vacant 1444 Clerk Stenographer position (Sch. 24.5 \$705M847) to 1426 Senior Clerk Typist (Sch. 25.5 (\$738M886)).
- 2. Advise the Board of Education to amend its Annual Salary Resolution accordingly.

1195-76 Survey of one position in Class B-222 General Clerk located in the Bureau of Street Cleaning and Planting, Department of Public Works.

Action: Adopt Staff Report. Reclassify one position in Class B-222 General Clerk (Sch. 24 \$690M827) to Class 1406 Senior Clerk (Sch. 26 \$755M904). Amend Salary Ordinance Section 421080 to reflect this change. (This recommendation requires that the Department of Public Works secure the necessary approval of funding the 10% salary schedule difference between the two classes.)

1211-76 Amendment to Salary Standardization Ordinance 363-75 - Municipal Railway Operators' Trust Fund Contribution Amount.

Action: Adopt Staff Report; forward to Board of Supervisors for Amendment of Ordinance.

1212-76 Survey of one vacant 1408 Principal Clerk position, Department of City Planning.

Action: Adopt Staff Report.

- 1. Reclassify 1 - 1408 Principal Clerk (Sch. 30.2) to 1450 Principal Clerk Stenographer (Sch. 28.0).
- 2. Amend the Annual Salary Ordinance to reflect this reclassification.

1214-76 Personal Services Contract, Office of District Attorney, for Training Personnel in the Family Support Bureau.

Action: Contract reviewed: forward to Purchaser of Supplies.



CLASSIFICATION AND PAY: (continued)

- 1217-76 Review of Personal Services Contract between the Department of Public Health and Phyllis M. Smith.  
Action: Contract reviewed: forward to Purchaser of Supplies.
- 1218-76 Survey of one 1924 Materials and Supplies Supervisor, S.F. Community College District, District Business Office.  
Action: Adopt Staff Report.  
1. Reclassify one 1924 Materials and Supplies Supervisor (Sch. 29.0 \$864M1037) to 1950 Assistant Purchaser (Sch. 30.2 \$912M1098) when it does not adversely affect the incumbent.  
2. Advise the Community College District to amend its Annual Salary Resolution accordingly.
- 1219-76 Classification of new positions approved in the 1976-77 Budget.  
Action: Adopt Staff Report. Allocate new positions to recommended classes: defer classification action on positions so designated.

IN-SERVICE ACTIVITIES:

- 2139-76 Appeal of staff's denial of protest on certification matter re 9330 Pileman eligible list.  
Action: Over to meeting of June 21, 1976.
- 2267-76 Resolution of Commendation for C. Joseph Daly, Juvenile Court, upon his retirement.  
Action: Approve.

MISCELLANEOUS:

- 3021-76 From the heads of various departments requesting authorization to make non-civil service appointments:  
Oral authorization numbers: 1136-1166  
Action: Approve.
- 3022-76 Requests from departments to back date requisitions:  
T-50774 (1) 6230 Street Inspector 4-2-76 Public Works  
T-50783 (28) 7373 Sr. Stationary Engineers, 4-2-76 - 5-7-76  
Sewage Plant, A.N. Public Works  
Action: Approve.
- 3023-76 Election of Officers.  
Action: The following officers were elected - term of office July 1, 1976 through June 30, 1977:  
Darrell J. Salomon, President  
Frank N. Alioto, Vice President

RECRUITMENT AND EXAMINATIONS:

- 40190-76 Appeal of staff's denial of ratings not filed during time period specified by Charter - seniority of service ratings in the examination for Class 3291 Principal Recreation Supervisor.  
Action: Over to the meeting of June 21, 1976.





RECRUITMENT AND EXAMINATIONS: (continued)

- 40274-76 Appeal of staff's denial of oral rating for Class 2930 Psychiatric Social Worker, Chinatown Aftercare Program.
- Action: Adopt Staff Report. Deny appeal of William Yee.
- 40278-76 Appeal of staff's denial of protests of examination announcement for Class 9182 Transportation Assistant Superintendent.
- Action: Over to meeting of June 21, 1976. (The Commission requests that Mr. Curtis Green, General Manager, Municipal Railway, be present to give testimony on this matter.)
- 40280-76 Appeal of staff's denial of protest re terms of the promotive examination announcement for Class 2727 School Custodian Foreman.
- Action: Adopt Staff Report. Deny appeal of Leroy B. Williams.
- 40281-76 Residency status of eligibles on List E-5, Class 7388 Utility Plumber.
- Action:
1. Find William A. Tracy (Rank 46) qualified as to residency.
  2. Find Milton J. Gingher (Rank V-51) and Virgil P. Lewis (Rank V-9) qualified as to residency upon submission to Civil Service Commission staff of a notarized statement of San Francisco residency since November 1, 1975, sworn under oath and under penalty of perjury.
  3. Place the following eligibles under waiver of appointment to positions within San Francisco. Such waiver to be removed only if satisfactory proof is submitted a) as to meeting requirement of San Francisco residence as of November 1, 1975 and the maintenance of such residence b) in accordance with Section 16.101.1 of the S.F. Administrative Code for change of status from non-resident to resident:
- |                     |                      |
|---------------------|----------------------|
| Patrick L. Killeen  | Michael K. Robertson |
| William Kostoff     | Robert W. Sullivan   |
| Richard H. Toland   | James E. Purcell     |
| Blair F. LeMire     | Bernard J. Tobin     |
| James J. Bruciati   | Robert A. Majoulet   |
| Charles A. Searle   | Roger J. McMillan    |
| Robert J. Nealan    | Stephen R. Greenberg |
| Daniel P. McCormick |                      |

- 40282-76 Appeal of staff's denial of key protest in the examination for Class 4222 Senior Personal Property Auditor.
- Action: Adopt Staff Report. Deny all appeals. Adopt key. (Commissioner Chow dissents re item 52.)

SPECIAL ORDER OF BUSINESS:

- 2165-76 Proposed amendments to Civil Service Rules as a result of meet and confer sessions with Service Employees International Union (SEIU).
- May 17, 1976: Adopt proposed amendments to the Civil Service Commission Rules as amended. Refer to staff the establishment of the procedure for submission of names to serve on committee to study proposed amendments to Rule 34 and to Charter Section 8.341.



SPECIAL ORDER OF BUSINESS: (continued)

Action: President Tarantino announced the Commission's selection of Committee members:

MANAGEMENT:

John Beckham, Public Utilities Commission  
Warren Conlin, Department of Social Services  
Granville De Merritt, San Francisco Unified School District  
Charles Gross, Department of Public Health  
Darrell Salomon, Civil Service Commission  
James Wurm, Civil Service Commission

EMPLOYEE ORGANIZATIONS:

Vince Courtney, SEIU, Local 400  
Larry Martin, Transport Workers Union  
Robert Patterson, Teamsters  
Stanley Smith, Building Trades  
John Wormuth, Professional and Technical Engineers  
One representative from the Police or Fire Employee organizations.



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21-76  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 21, 1976

2:00 P.M.

Present: Commissioner Tarantino  
Commissioner Chow  
Commissioner Powell  
Commissioner Salomon  
Excused: Commissioner Alioto  
Commissioner Tarantino presided.

MINUTES:

Regular Meeting of June 7, 1976.

Action: Approve.

ADDRESS BY THE MAYOR

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

5040-76 Benjamin Sutton, 2714 Janitor CETA, Public Library - 5-24-76.

Action: Approve.

5041-76 Johnnie Williams, 7530 Street Cleaner 4/E5, Public Works  
(Street Cleaning and Planting) - 5-17-76.

Action: Approve.

5042-76 Angel Torres, 7530 Street Cleaner 2/E3, Public Works (Street  
Cleaning and Planting) - 5-17-76.

Action: Over to meeting of July 6, 1976. Properly completed  
leave papers accounting for all periods of absences are to be  
submitted to the Director of Public Works prior to this  
meeting.

5043-76 Levi Gibson, 7560 Field Conservation Aide CETA, Recreation  
and Park - 5-25-76.

Action: Approve.

5044-76 Gene Orro, Ph.D., 2574 Clinical Psychologist 2/E12, Public  
Health (Community Mental Health Services) - 5-26-76.

Action: Approve.

5045-76 Debra Manning, 1424 Clerk Typist CETA, Public Health  
(S.F. General Hospital) - 5-18-76.

Action: Off Calendar. Remand to the Department of  
Public Health.

RESIGNATIONS:

5046-76 John W. Greig, 1450 Principal Clerk Stenographer 22/P4,  
Public Health (S.F. General Hospital) - 4-28-76.

June 7, 1976: Over to meeting of June 21, 1976 at request  
of Attorney.

Action: In Executive Session: Approve. Future employment  
subject to medical clearance by the Civil Service Commission  
Examining Physician upon submission of a report from a  
recognized psychiatrist.



RESIGNATIONS: (continued)

- 5047-76      Reconsideration of Civil Service Commission action of April 5, 1976 - Donna Conlin, 1444 Clerk Stenographer 5/E247, Social Services - 2-12-76.
- April 4, 1976 action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after completion of two years' satisfactory work experience outside the City and County service. Not to be certified again to the Department of Social Services.
- June 7, 1976: Over to meeting of June 21, 1976. (Notification to be sent by Certified Mail.)
- Action: Over to the meeting of July 6, 1976. (Notification to be sent by Certified Mail.)
- 5048-76      John Teller, 2903 Eligibility Worker 354/E7, Social Services - 4-23-76.
- Action: Approve. Not to be certified to Department of Social Services again.
- 5049-76      Patricia Hollis, 1424 Clerk Typist CETA, Public Works (Building Inspection) - 6-8-76.
- Action: Approve.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5050-76      Michael Warning, 1424 Clerk Typist CETA, Art Commission - 4-8-76.
- May 17, 1976: Over to meeting of June 21, 1976.
- Action: Over to meeting of July 6. A list of witnesses requested by Mr. Warning is to be submitted, together with detailed reasons why required, and an explanation as to the testimony expected to be elicited by the witnesses.
- 5051-76      Whitman McGowan, 9971 Community Worker CETA, Fine Arts Museums - 4-9-76.
- May 3, 1976: Over to meeting of May 17, 1976.  
May 17, 1976: Over to meeting of June 21, 1976.
- Action: Off Calendar.
- 5052-76      Gerald Dyson, 8304 Deputy Sheriff, Sheriff's Department - 6-8-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to medical clearance by the Civil Service Commission Examining Physician.
- 5053-76      Dorothy Marschak, 9402 Program Specialist I CETA, Model Cities Agency - 5-31-76.
- Action: Over to meeting of July 6, 1976 at request of Local 400.
- 5054-76      Harry Williams III, 3208 Pool Lifeguard, Recreation and Park - 6-8-76.
- Action: Over to meeting of July 6, 1976 at his request.
- 5055-76      Guy Gardner, 7560 Field Conservation Aide CETA, Recreation and Park - 6-9-76.
- Action: Approve.





TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

5056-76 Jaime Cabrales, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning and Planting) - 5-20-76.

Action: Approve.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5057-76 Bob Reese, 1424 Clerk Typist 86/E1, Public Health (S.F. General Hospital) - 5-21-76.

June 7, 1976: Over to meeting of June 21, 1976 at request of Union Representative.

Action: In Executive Session: Over to meeting of July 19, 1976. Mr. Reese is to submit a list of witnesses requested, together with detailed reasons why required, and an explanation as to the testimony expected to be elicited by the witnesses. Commissioner Salomon is appointed as a Committee of one to review the request and to recommend appropriate witnesses.

5058-76 Evelyn Dixon, 2702 Janitress 6/E5, Airports Commission 6-25-76.

Action: Return name to list.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5059-76 Bertram Johnson, 7409 Electrical Transit Serviceman V10/E4, Public Utilities Commission (Municipal Railway) - 3-5-76.

April 5, 1976: Over to next meeting.

April 19, 1976: Over to meeting of May 3, 1976.

May 3, 1976: Over to meeting of June 7, 1976.

June 7, 1976: Over to meeting of June 21, 1976. Refer to staff to explore the possibilities of other employment.

Action: Over to meeting of August 2, 1976.

5060-76 Reconsideration of Civil Service Commission action of March 1, 1976 - James M. Wilson, 7530 Street Cleaner 26/E7, Public Works (Street Cleaning) - 2-17-76.

March 1, 1976 action: Approve. No future employment with the City and County of San Francisco. (Vote of 3 to 2. Commissioners Chow and Powell dissent.)

Action: Over to meeting of July 6, 1976. Mr. Wilson to provide medical documentation required by Commission.

5061-76 Willie G. Douglas, 7530 Street Cleaner 61/E6, Public Works (Street Cleaning and Planting) - 5-17-76.

Action: Approve. Not to be certified to Department of Public Works again.

5132-76 Esther Dillard, 2302 Orderly 90/E301, Public Health (Laguna Honda Hospital) - 7-5-74.

Action: Over to meeting of July 6, 1976 at the request of the Department.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

5162-76 Arnold R. Davis, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 3-8-76.

Action: Over to meeting of July 6, 1976 at the request of Neighborhood Legal Assistance.



CLASSIFICATION AND PAY:

- 0629-75 Request for supervisorial differential adjustment re Salary Standardization Ordinance, Section IV.H.
- Action: Approve as indicated in report.
- 1065-76 Establishment of a new uniform rank in the San Francisco Police Department of Director of Community Relations.
- March 15, 1976: Over to next meeting. Staff to consult with City Attorney. (Vote of 3 to 1. Commissioner Salomon dissents; Commissioner Powell excused.)
- April 5, 1976: Over to meeting of April 19, 1976. Staff to consult with City Attorney.
- April 19, 1976: Over to meeting of May 3, 1976.
- May 3, 1976: Over to meeting of May 17, 1976.
- May 17, 1976: Refer to staff for further study and to consult with City Attorney. (Vote of 4 to 1. Commissioner Salomon dissents.)
- Action: Deny Staff Report. A motion was made by Commissioner Salomon to adopt the Staff Report and was seconded by Commissioner Chow. Commissioners Tarantino and Powell dissented, causing a tie vote. Pursuant to Civil Service Commission Rule 5.05, this matter is therefore denied.
- 1141-76 Request for additional compensation.
- Action: Over to meeting of July 6, 1976.
- 1154-76 Classification survey of one Class 1424 Clerk Typist position in the Board of Education, Division of Supplies.
- Action: Adopt Staff Report.
1. Classify one budgeted position in Class 1424 Clerk Typist (Sch. 23.5 \$309-370 biweekly).
  2. Advise the S.F. Unified School District to amend its Annual Salary Resolution accordingly.
- 1167-76 Request from the Controller for the continuance of Civil Service Commission approval for the use of Special Project classes.
- Action: Adopt Staff Report.
1. Authorize the Director, Systems and Data Processing to continue the use of the following exempt Civil Service classifications through June 30, 1977 (Charter Section 8.300 (a)(5):
    - 1861 Systems & Procedures Analyst, Special Project (Sch. 36.2 \$552B664, \$1201M1444)
    - 1863 Sr. Systems & Procedures Analyst, Special Project (Sch. 39.2 \$634B766, \$1379M1666)
    - 1865 Systems & Procedures Supervisor, Special Project (Sch. 42.2 \$731B882, B1590M1918)
    - 1879 Project Manager, Special Project (Sch. 47.5 \$938B1136, \$2040M2471)
  2. Any future request for Special Project new employments will be subject to the guidelines detailed in the report.
- 1186-76 Reorganization of the San Francisco Water Department Alameda and Peninsula Divisions.
- Action: Over to meeting of July 19, 1976.
- 1226-76 Review of Personal Services Contract between the Department of Public Health and Paul Shain.
- Action: Contract reviewed; forward to the Purchaser of Supplies.



CLASSIFICATION AND PAY: (continued)

- 1233-76      Renewal of Personal Services Contract between Herbert Beasley, Neighborhood Liaison Specialist, and the Recreation and Park Department.
- Action: Personal Services Contract disapproved; not to be forwarded to the Purchaser of Supplies.
- 1234-76      Survey of two vacant positions, Mayor's Office
- Action: Adopt Staff Report.
1. Reclassify one vacant 1446 Sr. Clerk Stenographer (Sch. 26.6 \$356B426, 774M927) and one vacant 1708 Sr. Telephone Operator (Sch. 25.1 \$332B398, 722M866) to Class 1426 Sr. Clerk Typist (Sch. 26.1 \$348B416, 757M905).
  2. Amend Annual Salary Ordinance Section 151010 accordingly.
- 1236-76      Renewal of Personal Services Contract, Office of the Controller, Data Processing Division, with Michael Taylor, Contractor.
- Action: Personal Services Contract reviewed; forward to Purchaser of Supplies.
- 1239-76      Establishment of six new uniformed ranks within the Police Department.
- Adopt Staff Report.
1. Establish the following new classifications and positions within the Police Department with salaries as adopted in the 1976-77 budget.
    - 1 - 0445 Deputy Chief of Operations, J3144M3554
    - 1 - 0455 Deputy Chief of Investigations, J3144M3554
    - 1 - 0465 Deputy Chief of Support Services, J3144M3554
    - 1 - 0475 Deputy Chief of Administration, J2552M2885
    - 1 - 0485 Supervising Captain of Patrol, J2552M2885
    - 1 - 0495 Supervising Captain of Traffic, J2552M2885
  2. Recommend to the Board of Supervisors that these ranks be exempt from the Civil Service examination provisions of the Charter (Section 3.530).
  3. Delete the following classifications from the Police Department, effective July 1, 1976:
    - 1 - 0400 Deputy Chief of Police, \$3144M3554
    - 1 - 0360 Chief of Inspectors, \$3144M3554
    - 1 - 0480 Director of Traffic, \$3144M3554
    - 1 - 0420 Department Secretary, \$2552M2885
    - 1 - 0470 Supervising Captain of Districts, \$2552M2885
    - 1 - 0490 Captain of Traffic, \$2324M2627
  4. Amend Annual Salary Ordinance for 1976-77 (Section 161010)
- 1240-76      Classification of one new position in the Legal Office of the S.F. Unified School District.
- Action: Adopt Staff Report.
1. Classify one newly budgeted position in the Legal Office of the S.F. Unified School District in Class 8180 Principal Attorney, Civil and Criminal (Sch. 49.8 \$1047B1267, 2277M2756).
  2. Advise the S.F. Unified School District to amend its Annual Salary Resolution to reflect this action.



CLASSIFICATION AND PAY: (continued)

- 1241-76 Survey of three budgeted 1650 Accountant positions, the S.F. Unified School District, State and Federal Projects.
- Action: Adopt Staff Report.
1. Classify three positions in Class 1650 Accountant (Sch. 31.0 \$434B521, 944M1133).
  2. Advise S.F. Unified School District to amend its Annual Salary Resolution accordingly.
- 1242-76 Review of Personal Services Contract between the Office of the Mayor and Calvin Welch.
- Action: Personal Services Contract reviewed; forward to the Purchaser of Supplies.

IN-SERVICE ACTIVITIES:

- 2139-76 Appeal of staff's denial of protest on certification matter re 9330 Pileman eligible list.
- June 7, 1976: Over to meeting of June 21, 1976.
- Action: Off Calendar.
- 2211-76 Appeal of denial of sick pay.
- Action: Deny Staff Report. Grant sick leave with pay to William F. Murphy for the period of time certified by physician.
- 2252-76 Appeal of staff's denial of pay for jury duty.
- Action: Deny Staff Report. Award Albert Ujcic pay for jury duty. (Vote of 3 to 1. Commissioner Tarantino dissents.)
- 2268-76 Temporary suspension of provisions in Section 1.3 of the 1975-76 Annual Salary Ordinance to provide overtime compensation for certain employees.
- Action: Adopt Staff Report. Approve suspension of Section 1.3 of the Annual Salary Ordinance to allow employees listed in report overtime compensation.
- 2280-76 Rescission of Automatic Resignation for Bernice Nesbitt, Class 1426 Senior Clerk Typist, Department of Social Services.
- Action: Adopt Staff Report.
1. Rescind Civil Service Commission action of July 7, 1975.
  2. Reinstate Bernice Nesbitt to her position in Class 1426 Senior Clerk Typist at the Department of Social Services.
  3. Allow her leave of absence to continue for the duration of her temporary appointment in Class 1468 Water Services Clerk.
  4. Refer to staff the implementation of this order.
- 2283-76 Designated bilingual positions for Fiscal Year 1976-77.
- Action: Adopt amended Staff Report; approve bilingual positions listed in report.
- 2287-76 Charter Amendment adding Section 8.536 to empower Board of Supervisors to provide by ordinance a plan of retirement and death benefits for persons employed after June 30, 1976.
- Action: Over to meeting of July 6, 1976 at the request of Local 400.





IN-SERVICE ACTIVITIES: (continued)

- 2297-76 Status grant re 054 Supervisor, Buildings and Grounds.  
Action: Adopt Staff Report. Grant status to the incumbent of Class 054 Supervisor, Buildings and Grounds to Class 7335 Senior Stationary Engineer.
- 2299-76 Resolution of Commendation for Richard Bell, Civil Service Commission, upon his retirement.  
Action: Adopt.
- 2300-76 Resolution of Commendation for Josiah Chase, Civil Service Commission, upon his retirement.  
Action: Adopt.
- 2301-76 Resolution of Commendation for Arthur H. Frye, Jr., General Manager of the Water Department, upon his retirement.  
Action: Adopt.
- 2302-76 Hearing re Draft of Proposed Civil Service Commission Conflict of Interest Code.  
Action: Adopt proposed Civil Service Commission Conflict of Interest Code as amended to include the General Manager, Personnel, the Assistant General Manager, Personnel, and all employees in the class Division Manager and forward to the Board of Supervisors.
- 2312-76 Resolution of Commendation for Marcel J. Gonsolin, Office of the Controller, upon his retirement.  
Action: Adopt.
- 2313-76 Resolution of Commendation for Agnes O'Connor, Office of the Controller, upon her retirement.  
Action: Adopt.
- 2314-76 Resolution of Commendation for Juanita Thomas, Office of the Controller, upon her retirement.  
Action: Adopt.
- 2315-76 Resolution of Commendation for Horace Weller, Office of the Controller, upon his retirement.  
Action: Adopt.
- 2316-76 Resolution of Commendation for Roger Ritchey, Public Utilities Commission, upon his retirement.  
Action: Adopt.

MISCELLANEOUS:

- 3024-76 From the heads of various departments requesting authorization to make non-civil-service appointments:  
Oral Authorization Numbers: 1167-1180  
Action: Approve.
- 3025-76 Requests from departments to back-date requisitions, extensions or oral authorization:  
T-50050 7334 Sta. Eng. (AN) Ext. 4-19-76 Juvenile Court  
T-50028 H-30 Captain (AN) O.A. 5-30-76 Fire Dept.  
T-50038 1402 Jr. Clerk Req. 5-9-76 (1 day) Registrar  
T-50039 1404 Clerk Req. 5-9-76 " "  
T-50040 1402 Jr. Clerk Req. 5-11-76 " "  
Action: Approve as recommended by Committee.



RECRUITMENT AND EXAMINATIONS:

40190-76      Appeal of staff's denial of ratings not filed during time period specified by Charter - seniority of service ratings in the examination for Class 3291 Principal Recreation Supervisor.

Action: Over to meeting of July 6, 1976.

40278-76      Appeal of staff's denial of protests of examination announcement for Class 9182 Transportation Assistant Superintendent.

June 7, 1976: Over to meeting of June 21, 1976. (The Commission requests that Mr. Curtis Green, General Manager, Municipal Railway, be present to give testimony on this matter.

Action: 1. Deny requests of Anthony J. Campillo and David Jones.  
2. Amend announcement to change beginning date of examination to August 20, 1976. (Grant appeal of Donald O. Cameron.)  
3. Amend announcement to add Class 9179 as a next lower rank and find those employees in Class 9179 with two years' experience performing the duties of a 9180 qualified to participate. (Grant appeal of Louis J. Angeli.)



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*Calendar - Action Taken*

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 6, 1976

2:00 P.M.

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino  
Commissioner Salomon presided.

DOCUMENTS

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MINUTES:

Regular Meeting of June 21, 1976.

Action: Approve.

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

5163-76 Angel Torres, 7530 Street Cleaner 2/E3, Public Works (Street Cleaning and Planting) - 5-17-76.

June 21, 1976: Over to meeting of July 6, 1976. Properly completed leave papers accounting for all periods of absences are to be submitted to the Director of Public Works prior to this meeting.

Action: Off Calendar. Resignation submitted.

5164-76 Duane Ryan, 9910 Public Service Trainee CETA, Public Utilities Commission (Municipal Railway) - 5-28-76.

Action: Approve.

5165-76 Jeanette Orr, 2952 Vocational Service Counselor CETA, Mayor's Office of Employment and Training - 6-16-76.

Action: Approve.

5166-76 Earl Wilson, 3282 School Recreation Director 97/E3, S.F. Unified School District - 6-4-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, following satisfactory completion of six months' work experience outside the City and County service.

5167-76 John J. Dunn, 3282 School Recreation Director 11/E3, S.F. Unified School District - 6-4-76.

Action: Off Calendar. Resignation submitted.

5168-76 Beverly Thomas, 9910 Public Service Trainee CETA, Mayor's Office of Employment and Training - 6-8-76.

Action: Approve.

5169-76 Lettie Medal, 1402 Junior Clerk CETA, Municipal Court - 3-30-76.

Action: Approve.



RESIGNATIONS:

- 5170-76      Reconsideration of Civil Service Commission action of April 5, 1976 - Donna Conlin, 1444 Clerk Stenographer 5/E247, Social Services - 2-12-76.
- April 4, 1976 action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of Civil Service Commission staff after completion of two years' satisfactory work experience outside the City and County service. Not to be certified to the Department of Social Services again.
- June 7, 1976:      Over to meeting of June 21, 1976. (Notification to be sent by Certified Mail.)
- June 21, 1976:      Over to meeting of July 6, 1976. (Notification to be sent by Certified Mail.)
- Action:      Sustain action of April 4, 1976.
- 5171-76      J. Frazer Cameron, 2903 Eligibility Worker 134/E7, Social Services - 6-7-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, following satisfactory completion of one year's work experience outside the City and County service. Not to be certified to Department of Social Services again.
- 5172-76      James L. Jacob, 2604 Food Service Worker VII/E111, Public Health (Laguna Honda Hospital) - 5-25-76.
- Action: Approve. Not to be certified to the Department of Public Health again.
- 5173-76      Joseph Melhado, 8207 Building and Grounds Patrolman, Police Department - 6-10-76.
- Action:      Over to meeting of July 19, 1976 at his request.
- 5174-76      Michael Ayala, 8207 Building and Grounds Patrolman, Police Department - 6-10-76.
- Action: Approve. No future employment in the security series.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5175-76      Dorothy Marschak, 9402 Program Specialist I CETA, Model Cities Agency - 5-31-76.
- Action:      Over to meeting of July 19, 1976 at request of Local 400.
- 5176-76      Michael Warning, 1424 Clerk Typist CETA, Art Commission - 4-8-76.
- May 17, 1976:      Over to meeting of June 21, 1976.
- June 21, 1976:      Over to meeting of July 6. A list of witnesses requested by Mr. Warning is to be submitted, together with detailed reasons why required, and an explanation as to the testimony expected to be elicited by the witnesses.
- Action:      Approve. Dismiss from the service.
- 5177-76      Arnold R. Davis, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 3-8-76.
- June 21, 1976:      Over to meeting of July 6, 1976 at the request of Neighborhood Legal Assistance.
- Action:      Approve.
- 5178-76      Harry Williams III, 3208 Pool Lifeguard, Recreation and Park - 6-8-76.
- Action:      Over to meeting of July 19, 1976 at the request of the Department.





TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

5179-76 Suluagi Sooga, 7560 Field Conservation Aide CETA, Recreation and Park - 6-15-76.

Action: Approve. Dismiss from the service. No future employment with the City and County of San Francisco.

5180-76 Harry Clinton, 7560 Field Conservation Aide CETA, Recreation and Park - 6-10-76.

Action: Over to meeting of July 19, 1976.

5181-76 Goree Gilbert, 7530 Street Cleaner, Public Works (Street Cleaning) - 6-3-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to the review and approval of the General Manager, Personnel, following satisfactory completion of one year's work experience outside the City and County service. Not to be certified to the Department of Public Works again.

5182-76 Leroy Hudson, 3598 School Aide III CETA, S.F. Unified School District - 6-15-76.

Action: Refer to the Mayor's Office of Employment and Training to explore the possibilities of other employment under CETA.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5183-76 David Louis, 1424 Clerk Typist 435/E181, Civil Service Commission (Certification) - 6-25-76.

Action: Over to the meeting of July 19, 1976 at his request.

5184-76 Gilbert Hernandez, 1446 Senior Clerk Stenographer V2/E44, S.F. Unified School District - 6-9-76.

Action: Return name to list.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5185-76 Reconsideration of Civil Service Commission action of March 1, 1976 - James M. Wilson, 7530 Street Cleaner 26/E7, Public Works (Street Cleaning) - 2-17-76.

March 1, 1976 action: Approve. No future employment with the City and County of San Francisco. (Vote of 3 to 2. Commissioners Chow and Powell dissent.)

June 21, 1976: Over to meeting of July 6, 1976. Mr. Wilson to provide medical documentation required by Commission.

Action: 1. Rescind action of March 1, 1976.  
2. Return name to list.

5186-76 Catherine Craig, 1424 Clerk Typist 68/E185, S.F. Community College District - 6-14-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, following satisfactory completion of six months' work experience outside the City and County service.

5187-76 Gary Allen, 1404 Clerk 277/E14, District Attorney - 6-8-76.

Action: Approve.



TERMINATIONS OF TEMPORARY APPOINTMENTS: (continued)

5132-74 Esther Dillard, 2302 Orderly 90/E301, Public Health (Laguna Honda Hospital) - 7-5-74.

Action: In Executive Session: Over to the meeting of July 19, 1976. A list of witnesses requested by Ms. Dillard is to be submitted together with detailed reasons why requested, and an explanation as to the testimony expected to be elicited by the witnesses. Commissioner Salomon is appointed a Committee of One to review this request and to recommend those witnesses to be requested by the Civil Service Commission.

CLASSIFICATION AND PAY:

1141-76 Request for additional compensation.

May 3, 1976: Over to meeting of May 17, 1976.

May 17, 1976: Over to meeting of June 21, 1976 at request of Attorney.

June 21, 1976: Over to meeting of July 6, 1976.

Action: Adopt Staff Report. Deny request for back pay.

1251-76 Survey of two vacant positions in Class 7333 Junior Stationary Engineer, Fire Department.

Action: Adopt Staff Report.

1. Reclassify two positions in Class 7333 Junior Stationary Engineer to Class 7334 Stationary Engineer.
2. Amend Annual Salary Ordinance, Section 145013 accordingly. (An emergency ordinance).

1252-76 Classification of newly funded position in the S.F. Unified School District (3474 School Grounds Supervisor).

Action: Adopt Staff Report. Reallocate one position in Class 3418 Gardener Sub-Foreman to 3474 School Grounds Supervisor; advise School District to amend its salary resolution to establish the new position.

1253-76 Survey of Class 1342 Public Service Assistant Director, Mayor's Office.

Action: Over to the meeting of July 19, 1976.

1261-76 Review of Personal Services Contract between the Office of the Mayor and Joseph H. Bermudez.

Action: Contract reviewed; forward to Purchaser of Supplies.

IN-SERVICE ACTIVITIES:

2091-76 Proposed Charter Amendment amending Section 8.329, pertaining to certification of eligibles by Civil Service Commission to provide for selection of one out of top three eligibles. (File No. 94-76)

Action: Deny Staff Report. Inform the Board of Supervisors that the Civil Service Commission does not endorse the proposed Charter Amendment; but, rather, supports the Rule of One as presently contained in Section 8.329 of the Charter.

2287-76 Charter Amendment adding Section 8.536 to empower Board of Supervisors to provide by ordinance a plan of retirement and death benefits for persons employed after June 30, 1976.

June 21, 1976: Over to meeting of July 6, 1976 at request of Local 400.

Action: Adopt Staff Report; forward to Board of Supervisors.



IN-SERVICE ACTIVITIES: (continued)

2271-76 Charter Amendment amending Section 8.300 to provide that positions of Heads of Departments, Assistant Heads of Departments, and Heads of Major Bureaus, not specifically exempted by other provisions of the Charter, shall be exempted from the Civil Service provisions of the Charter, the total number not to exceed 1% of total number of authorized positions in Annual Budget. (File No. 80-76)

Action: Adopt Staff Report as appended and forward to Board of Supervisors.

2325-76 Proposed Charter Amendment deleting Charter Section 8.404, Salaries and Benefits of Carmen. (File No. 172-76)

Action: Adopt Staff Report; forward to Board of Supervisors.

2330-76 Suspension of the provisions of Section 1.3 of the 1976-77 Annual Salary Ordinance to allow overtime compensation for employees in Class 1650 Accountant and Class 1652 Senior Accountant in the Controller's Office.

Action: Adopt Staff Report. Approve.

2331-76 Request for Supplemental Appropriation to effect transfer of Fiscal Year 1976-77 Budget of Municipal Employees Relations Panel (MERP) to Civil Service Commission.

Action: Approve request and forward to the Office of the Mayor. (Verbal Report)

2332-76 Request for hearing under the provisions of Civil Service Rule 6.08 in the matter of the appointment of a Police Officer to the rank of Assistant Inspector.

Action: It was the order of the Chair that this matter was not properly before the Civil Service Commission. There being no dissent to this order from the Members of the Commission, the order stands and the request for hearing is denied.

MISCELLANEOUS:

3026-76 From the heads of various departments requesting authorization to make non-civil-service appointments:

Oral Authorization Numbers: 1181-2032

Action: Approve.

3027-76 Requests from departments to back-date requisitions, extensions or oral authorizations:

T-40010	7377 Stage Electrician	OA 6-9-76	War Memorial
T-50034	9734 Staff Assistant I	OA 6-11-76	Commission on Aging
T-50064	5410 Intergovernmental Affairs Coordinator	Req. 4-14-76 - 5-11-76	Mayor's Off.
F-50607	1400 Student Aides, NYC	Req. 4-29-76	S.F.U.S.D.
F-50624	1400 " " "	Req. 4-20-76	"
T-50039	8442 Sr. Probation Off.	OA 6-9-76 - 6-30-76	Adult Prob.

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

40404-75 Special Report - Class 8330 Director, Boys' Ranch School (Rehearing per Court Order).

Action: Over to the meeting of July 19, 1976.



RECRUITMENT AND EXAMINATIONS: (continued)

- 40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1976 to August 4, 1964.
- Action: Over to the meeting of July 19, 1976.
- 40190-76 Appeal of staff's denial of ratings not filed during time period specified by Charter - seniority of service ratings in the examination for Class 3291 Principal Recreation Supervisor.
- Action: Adopt Staff Report. Advise Martha McClain that this matter is not properly before the Civil Service Commission. (Vote of 4 to 1. Commissioner Chow dissents.)
- 40343-76 Appeal of staff's denial of key protests re written examination for Classes 9155 Claims Investigator, 9156 Senior Claims Investigator, 9157 Claims Adjuster, 9159 General Claims Agent.
- Action: Adopt Staff Report. Deny items 13, 44, and 81. Eliminate items 29 and 49. Retain change on item 66 from key answer 4 to key answer 1.
- 40344-76 Selection and adoption of numerical listing of third alternative for breaking tie scores, exclusive of uniformed classifications, for Fiscal Year 1976-77.
- Action: A new numerical listing of third alternative for breaking tie scores was established as follows: #1-3; #2-0; #3-9; #4-5; #5-1; #6-8; #7-6; #8-7; #9-4; #10-2
- 40345-76 Request for reconsideration of action of the Review Committee in establishing the key answers in the promotional examinations for Classes Q-35 Assistant Inspector and Q-50 Sergeant, Police Department, held June 5, 1976.
- Action: Adopt Staff Report. Adopt key as amended.
- 40346-76 Appeal of staff's denial of eligibility to participate in the examination for Class 4267 Principal Real Property Appraiser.
- Action: Deny appeal.
- 40136-76 Q2 Police Officer examination - Special Reports.
- Action: Over to the meeting of July 19, 1976.

SPECIAL ORDER OF BUSINESS:

The Civil Service Commission ordered that a Special Meeting to be held at 11 a.m. in Room 52D, City Hall, to consider a proposal to amend Section 8.341 Dismissal for Cause to provide for a Hearing Officer.





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President  
Vice President  
Commissioner  
Commissioner  
Commissioner

General Manager, Personnel

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July 8, 1976, 11 a.m.

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DOCUMENTS

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IN-SERVICE ACTIVITIES:

2091-76	Proposed Charter Amendment, amending Section 8.329, pertaining to certification by Civil Service Commission to provide for selection of one out of top three eligibles. (File No. 94-76)
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July 6, 1976: Action: Deny Staff Report. The Board of Supervisors is to be informed that the Civil Service Commission does not endorse the proposed Charter Amendment; but, rather, supports the Rule of One as presently contained in Section 8.329 of the Charter.

Action: On the question of rescission of July 6, 1976 action: Under submission. The decision not to rescind action taken on July 6, 1976 was announced later the same day.

2345-76 Proposed Charter Amendment, amending Section 8.341 Dismissal  
for Cause, to provide for a Hearing Officer.

Action: Adopt Staff Report as amended; and forward to Board of Supervisors.



Minutes

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

JULY 19, 1976, 2:00 P.M.

DOCUMENTS

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Tarantino  
Excused: Commissioner Chow  
Commissioner Powell  
Commissioner Salomon presided.

San Francisco  
July 19, 1976

MINUTES:

Regular Meeting of July 6, 1976.

Action: Approve.

CLASSIFICATION AND PAY:

- 1186-76 Reorganization of the San Francisco Water Department Alameda and Peninsula Divisions.  
Action: Over to next meeting.
- 1251-76 Classification of one new position, Department of Public Health, Division of Outpatient and Community Services (DOCS).  
Action: Adopt Staff Report.  
1. Classify one Class 2110 Medical Records Clerk (Sal. Sch. 26.4 BW 352-422) as budgeted.  
2. Amend Annual Salary Ordinance accordingly (remove asterisk).
- 1253-76 Survey of Class 1342 Public Service Assistant Director, Mayor's Office.  
July 6, 1976: Over to meeting of July 19, 1976.  
Action: Adopt Staff Report.  
1. Adopt new class of 1855 Assistant to the Director of Information (1976-77 Sal. Sch. 36.7 J, Z \$1229M1481).  
2. Reallocate one position in Class 1342 Public Service Assistant Director, Mayor's Office (1976-77 Sal. Sch. 36.7 Z \$1229M1481) to the above new class.  
3. Abolish Class 1342 Public Service Assistant Director, Mayor's Office.  
4. Amend Annual Salary Ordinance Section 151010 accordingly.
- 1259-76 Review of a Personal Services Contract between the Library Commission and Mr. Edwin Castagna.  
Action: Contract reviewed; forward to Purchaser of Supplies.
- 1277-76 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in the State of California.  
Action: Over to next meeting.
- 1278-76 Certification of wage schedules for platform employees, coach and bus operators and trainees of the Municipal Railway for 1976-77 and benefits of employment which may be fixed for 1976-77.  
Action: Adopt Staff Report; certify wage schedules; forward to the Board of Supervisors pursuant to Section 8.404 of the Charter.



CLASSIFICATION AND PAY: (continued)

1279-76 Survey of six new positions (1974-75 budget) identified as A104 Radiologic Technology Interne, Department of Public Health, San Francisco General Hospital.

Action: Adopt Staff Report as amended. Establish new classification of 2423 Radiologic Technology Interne (J, PT, \$300M); allocate six new positions (1974-75 budget) identified as A104 Radiologic Technology Interne (J, \$300M) to new classification of 2423 Radiologic Technology Interne (J, PT, \$300M; amend Annual Salary Ordinance Section 557010 accordingly. Delete from the report the provisions that these positions would be exempt from Civil Service under Charter Section 8.300.

1286-76 Reclassification of one position of 5212 Principal Civil Engineer to Class 5181 Chief, Bureau of Sanitary Engineering.

Action: Adopt Staff Report. Adopt Class 5181 Chief, Bureau of Sanitary Engineering, Sch. 51.7, J.Z \$1147BW1388, grant status rights to the incumbent Mr. Alan Friedland, 5212 Principal Civil Engineer to the new class and amend the Annual Salary Ordinance Section 421010 to reflect this reallocation.

IN-SERVICE ACTIVITIES:

2326-76 Charter Amendment, Board of Supervisors File No. 222-76, amending Section 9.108 to enable a majority of the Board of Supervisors to submit to voters and additional rates of compensation above that adopted by the Board in the event it is not able to reach an agreement through the meet and confer process.

Action: Adopt Staff Report; forward to Board of Supervisors. (Vote of 2 to 1. Commissioner Alioto dissents.)

2347-76 Request from Controller's Office to designate positions in certain classifications with payroll symbol "Z" to provide compensatory time off in lieu of overtime compensation for employees required to work overtime.

Action: Adopt Staff Report.

2361-76 Resolution of Commendation for Francis J. Curry, M.D., Director of Public Health, upon his retirement.

Action: Adopt.

2362-76 Resolution authorizing the immediate refilling of a Class 1426 Senior Clerk Typist position, Civil Service Commission, vacated by retirement.

Action: Approve and forward to the Office of the Mayor. (Verbal Report)

2363-76 Appeal of Medical Rejection from Susan Hyché for Class 1440 Medical Transcriber Typist.

Action: Find Susan Hyché medically qualified for Class 1440 Medical Transcriber Typist.

2364-76 Appeal of Medical Rejection from David C. Butler for Class 8214 Parking Controlman.

Action: Over to meeting of August 2, 1976. This matter will be considered at the conclusion of the 3:30 p.m. Calendar.

2365-76 Appeal of Medical Rejection from David Aiuto for Class 7530 Street Cleaner.

Action: Refer to Medical Appeals Specialist at own expense.



MISCELLANEOUS:

3029-76 From the heads of various departments requesting authorization to make non-civil-service appointments:

Oral Authorization Numbers: 2033-2037; 3000-3071

Action: Approve.

3030-76 Requests from departments to back-date requisitions, extensions or oral authorizations:

T-50142 9736 Staff Assistant II, Spec. Projects 3-15-76 - 6-30-76  
Req., Sheriff's Office  
P-545 4349 Director of Real Estate 7-1-76  
Req., Tax Collector

Action: Approve as recommended by Committee.

3032-76 Requests from departments to back-date requisitions, extensions or oral authorizations:

T-54106 (2) 7215 Gen. Laborer Foreman 6-16-76 - 6-25-76  
Req. and O.A., PUC-HHP-Moc.  
T-54114 (15) 7542 Watershed Worker 6-16-76 - 6-25-76  
Req. and O.A., PUC-HHP-Moc.

Action: Approve. Refer additional requests for oral authorizations to the General Manager, Personnel, to be granted according to the priorities outlined by the Civil Service Commission.

RECRUITMENT AND EXAMINATIONS:

40404-75 Special Report - Class 8330 Director, Boys' Ranch School (Rehearing per Court Order).

Action: Over to meeting of September 7.

40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 4, 1964.

Action: Over to meeting of August 2, 1976.

40347-76 Revision of examination announcement for Class 3115 Executive Assistant to the General Manager, Recreation and Park Department.

Action: Amend the examination announcement for Class 3115 Executive Assistant to the General Manager, Recreation and Park Department to 1) allow substitution of experience for education as recommended in the staff report; and, 2) include a written examination weighted 400 points and revise the Qualifications Appraisal to 500 points.

40348-76 Appeal of staff's denial of protests re terms of the promotive examination announcement for Class 9252 Airport Maintenance Superintendent.

Action: Adopt Staff Report. Deny appeals of J. Basuino, A. Kidd, J. Fernandez, J. O'Sullivan, and A. Nielsen.

40381-76 Revision of examination announcements issued for the Commission on the Aging.

Action: Adopt Staff Report. Amend examination announcements to provide for substitution of experience for education; clarify language in examination announcement.





RECRUITMENT AND EXAMINATIONS:

- 40382-76 Appeal of staff's denial of protests of Qualifications Appraisal ratings for Class 2946 Senior Eligibility Worker Supervisor.
- Action: Over to meeting of August 2, 1976. Commissioner Tarantino appointed a Committee of One to review tapes of oral examinations. Copies of material in Civil Service Commission file to be made available for duplication to interested parties at their expense.
- 40136-76 Q2 Police Officer examination - Special Reports.
- Action: Over to meeting of August 2, 1976.

REGULAR MEETING - PART II

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

- 5189-76 Joseph Clark, S104 Motorman 137/E109, Public Utilities Commission (Municipal Railway) - 3-29-76.
- Action: Approve.
- 5190-76 Lonnie Johnson, 9910 Public Service Trainee CETA, Mayor's Office - 6-24-76.
- Action: Approve.
- 5191-76 Dewitt Williams, 2714 Janitor 103/E57, Public Works (Building Repair) - 6-16-76.
- Action: Over to meeting of August 16, 1976 at request of Local 66A.
- 5192-76 Patricia Smith, 1720 Key punch Operator 21/E5, Controller's Office (EDP) - 6-29-76.
- Action: In Executive Session: Approve. Return name to list under waiver of appointment - this waiver to remain in effect until medically cleared by the Civil Service Commission Medical Examiner.
- 5193-76 Dolores J. Smith, 1402 Junior Clerk 76/E14, Public Health (Central Office) - 6-21-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service. Not to be certified again to Department of Public Health.
- 5194-76 Debra Manning, 1424 Clerk Typist CETA, Public Health (S.F. General Hospital) - 5-18-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service. Not to be certified again to Department of Public Health.
- 5195-76 Oddie Athey, 2604 Food Service Worker 3/E80, Public Health (S.F. General Hospital) - 6-16-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service. Not to be certified again to Department of Public Health.



AUTOMATIC RESIGNATIONS: (continued)

- 5196-76 Andre Carter, 1630 Account Clerk CETA, Public Health (S.F. General Hospital) - 3-26-76.  
Action: Approve.
- 5197-76 Banefsha Gest, 3450 Curatorial Aide CETA, Art Commission - 6-30-76.  
Action: Approve.
- 5198-76 Adia Brown, 1426 Senior Clerk Typist 129/P86, Social Services - 6-30-76.  
Action: Over to meeting of August 2, 1976 at request of Local 400.
- 5199-76 Clara Dempsey, 1444 Clerk Stenographer 1.5/E245, S.F. Unified School District - 7-1-76.  
Action: Over to meeting of August 2, 1976 at request of Local 400.

RESIGNATIONS:

- 5200-76 Joseph Melhado, 8207 Building and Grounds Patrolman, Police Department - 6-10-76.  
Action: Approve. Future applications to review and approval of the General Manager, Personnel.
- 5201-76 Henry Florez, 8214 Parking Controlman 36/E13, Police Department - 6-10-76.  
Action: Approve.
- 5202-76 Vickie Rhodes, 1424 Clerk Typist 96/E175, Public Health (Community Mental Health Services) - 6-14-76.  
Action: Over to meeting of August 2, 1976 at request of Local 400.
- 5203-76 Eliodoro Deyro, 2604 Food Service Worker V5/E89, Public Health (Laguna Honda Hospital) - 6-15-76.  
Action: Approve. Not to be certified to the Department of Public Health again.
- 5204-76 George Brady, S102 Conductor V18/E103, Public Utilities Commission (Municipal Railway) - 5-24-76.  
Action: Over to meeting of August 16, 1976 at his request.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5205-76 Harry Clinton, 7560 Field Conservation Aide CETA, Recreation and Park - 6-10-76  
Action: Approve. Not to be certified to the Recreation and Park Department again.
- 5206-76 Harry Williams III, 3208 Pool Lifeguard, Recreation and Park - 6-8-76.  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel.
- 5207-76 Dorothy W. Marschak, 9402 Program Specialist I CETA, Model Cities Agency - 5-31-76.  
Action: Off Calendar. Referred to department for processing of resignation.



TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5208-76 Franklin J. Rivera, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 6-4-76.
- Action: Approve.
- 5209-76 Nabil Sawat, 3520 Museum Preparator CETA, Asian Art Museum - 6-15-76.
- Action: Over to meeting of August 2, 1976 at his request.
- 5210-76 Darryl Wilborn, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 6-23-76.
- Action: Approve.
- 5211-76 Luis Morales, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 6-21-76.
- Action: Approve.
- 5212-76 Jose Diaz, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 6-21-76.
- Action: Approve.
- 5213-76 Mitchell Emerson, 2736 Porter, Public Health (Laguna Honda Hospital) - 4-22-76.
- Action: Disapprove. Reinstate to a limited tenure position in Class 2736 Porter, Department of Public Health, without back pay. (Vote of 2 to 1. Commissioner Tarantino dissents.)

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5214-76 Bob Reese, 1424 Clerk Typist 86/E1, Public Health (S.F. General Hospital) - 5-12-76.
- Action: 1. Over to meeting of August 2, 1976.  
2. List of witnesses must be submitted by 5 p.m. on July 23, 1976 or the Civil Service Commission will not intervene to request the attendance of those witnesses.  
3. No further continuances will be granted.  
4. Notification to be made by certified mail.
- 5215-76 David Louis, 1424 Clerk Typist 435/E181, Civil Service Commission (Certification) - 6-25-76.
- Action: Approve.
- 5216-76 Jovencio Bigornia, 5204 Assistant Civil Engineer 20/E6, Public Utilities Commission (Municipal Railway) - 7-7-76.
- Action: Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service.
- 5217-76 Gregorio M. Bernardo, 2724 School Custodian 108/E52, S.F. Unified School District - 6-21-76.
- Action: Approve. Future applications subject to review and approval of the General Manager, Personnel. Not to be certified to the S.F. Unified School District again.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5218-76 Julita Rose, 2903 Eligibility Worker 98/E7, Social Services - 4-23-76.
- Action: Over to meeting of August 2, 1976.
- 5132-74 Esther Dillard, 2302 Orderly 90/E301, Public Health (Laguna Honda Hospital) - 7-5-74.
- Action: Over to meeting of August 2, 1976. Dept. to notify six witnesses and request their attendance.



*Calendar - Item 76*

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

ROOM 52D (BASEMENT) - CITY HALL

SPECIAL MEETING - JULY 29, 1976

4:00 P.M.

Present: Commissioner Salomon  
Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino  
Excused: Commissioner Alioto  
Commissioner Salomon presided.

DOCUMENTS

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CLASSIFICATION AND PAY:

- 1186-76 Reorganization of the San Francisco Water Department Alameda and Peninsula Divisions.
- Action: Adopt amended Staff Report; adopt new classifications, amend classifications and grant status to incumbents and eligibles.
- 1256-76 Request to classify one newly budgeted 1408 Principal Clerk position, S.F. Community College District.
- Action: Adopt Staff Report.
1. Classify one newly budgeted 1408 Principal Clerk position as requested (Sch. 30.8, \$430-517 B/W).
  2. Advise the District to amend its Annual Salary Resolution accordingly.
- 1270-76 Review of Personal Services Contract between Gregory N. Price and the Department of Public Health.
- Action: Contract reviewed; forward to Purchaser of Supplies.
- 1277-76 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in the State of California.
- Action: Adopt Staff Report; certify rates to Board of Supervisors pursuant to Section 8.405 of the Charter.
- 1303-76 Request from Clerk of the Board of Supervisors to appoint Mr. Patrick Mahler at the fifth step of the compensation schedule for Class 1282 Director, Employee Relations Division.
- Action: Adopt Staff Report; approve request.
- 1304-76 Classification of two new positions in the Employee Relations Division, Board of Supervisors.
- Action: Over to the meeting of September 7, 1976.
- 1305-76 The reallocation of two positions in Board of Supervisors Office and the classification of new positions in the Budget Bureau.
- Action: Over to the meeting of September 7, 1976.
- 1306-76 The reclassification of one position, 1130 Chief Deputy Registrar of Voters.
- Action: Adopt Staff Report; adopt new classification; reclassify one vacant position of 1130 Chief Registrar of voters to new class; amend Annual Salary Ordinance Section 255010 accordingly.





CLASSIFICATION AND PAY: (continued)

1307-76 Review of Personal Services Contract between the Department of Social Services and William I. McAdoo.

Action: Contract reviewed: forward to Purchaser of Supplies.

1308-76 Review of Personal Services Contract between the Department of Public Health and Marguerite A. Warren.

Action: Contract reviewed; forward to Purchaser of Supplies.

RECRUITMENT AND EXAMINATIONS:

40212-76 Protests on examination announcements for 8414 Supervising Probation Officer, Juvenile Court and 8442 Senior Probation Officer, Juvenile Court.

Action: A. Examination Announcement for Class 8414

1. Allow protest No. I, contained on page 4 of the Staff Report: require experience within Juvenile Court.
2. Allow protest Number II, on page 5 of the Staff Report: allow Class 8440 Probation Officers with additional experience (5 years or more) to qualify; (or allow additional experience to substitute for advanced degree).
3. Allow protest Number IV, on page 5 of the Staff Report, pertaining to Class 8340. Deny protest regarding Class 8326.
4. Adopt Staff Report on all other protests. Deny appeals.

B. Examination Announcement for Class 8442

Adopt Staff Report. Reissue examination announcement with corrected minimum requirements as follows:

1. Require experience in Juvenile Court.
2. Reinstate requirement that applicants in Classes 8322 and 8323 must have two years' experience in Class 8440 Probation Officer.
3. Deny all other appeals.

40279-76 Protests of promotive examination announcement for 8440 Probation Officer, Juvenile Court only.

Action: Adopt Staff Report. Deny all appeals.



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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

AUGUST 2, 1976, 2 P.M.

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino  
Commissioner Salomon presided.

DOCUMENTS

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MINUTES:

Regular Meeting of July 19, 1976.

Action: Approve.

CLASSIFICATION AND PAY:

- 1233-76 Reconsideration of Civil Service Commission action of June 21, 1976 - renewal of Personal Services Contract between Herbert Beasley, Neighborhood Liaison Specialist, and the Recreation and Park Department.
- Action: Contract reviewed; forward to Purchaser of Supplies. The Commission stipulated that this contract would not be renewed again and imposed a one year limitation on its tenure.
- 1309-76 Classification of one new investigator position in Public Defender's Office (1976-77 budget); amendment to the specifications for Classes 8142 Public Defender's Investigator and 8143 Senior Public Defender Investigator.
- Action: Adopt Staff Report.
1. Establish new Classification 8145 Principal Public Defender's Investigator (Sch. 41.4 J,Z \$704B850, \$1531M1849).
  2. Allocate one position to this new classification.
  3. Amend specification for Class 8142 Public Defender's Investigator and 8143 Senior Public Defender's Investigator as indicated in the report.
  4. Amend Annual Salary Ordinance Section 165010 accordingly.
- 1310-76 Classification of 90 new positions approved for the Family Support Bureau of the District Attorney's Office; establishment of six new classifications.
- Action: Adopt Staff Report.
1. Classify 90 new positions as detailed in report.
  2. Adopt 6 new classes with salaries as concurred with by Department.
  3. Grant permanent Civil Service status in Class 8157 Family Support Investigator 1 to 7 incumbents in Class 8401 Probation Assistant.
  4. Amend Annual Salary Ordinance.
- 1311-76 Review of Personal Services Contract between Steven Taylor Ramsey and the Department of Public Health and between Shelly S. Lobell and the Department of Public Health.
- Action: Contracts reviewed; forward to Purchaser of Supplies.



CLASSIFICATION AND PAY: (continued)

- 1318-76 Suspension of Section 1.3 of the Administrative Provisions of the 1976-77 Annual Salary Ordinance to provide overtime compensation for certain employees in Class 1952 Purchaser, Purchaser Department.

Action: Approve.

IN-SERVICE ACTIVITIES:

- 2311-76 Appeal of staff's denial of appointment above the entrance rate of employee in Class 1240 Assistant Personnel Analyst.

Action: Deny Staff Report. Grant appeal of Valerie Pechenik for appointment as a 1240 Assistant Personnel Analyst at Step 2 of the compensation schedule. (Vote of 4 to 1. Commissioner Salomon dissents.)

- 2483-76 Special Report re employment status of Donald L. Flach, Class 2903 Eligibility Worker, 18/E-5.

Action (Executive Session): Cancel all current examination and eligibility status. (Vote of 4 to 1. Commissioner Chow dissents.)

- 2484-76 Special Report re employment status of Michael Torrey, Class 2736 Porter, 80/E-1.

Action (Executive Session): Find qualified for employment in Class 2736 Porter. (Vote of 3 to 2. Commissioners Tarantino and Powell dissent.)

- 2499-76 Appeal of Medical Rejection for Class S102 Conductor from Phyllis Rommel.

Action: Refer to medical appeals specialist at own expense.

- 2509-76 Request for approval of appointment above the entrance rate of employee in Class 3452 Deputy Agricultural Commissioner.

Action: Adopt Staff Report. Approve the permanent appointment of William L. Blackwell at Step 5 in the compensation schedule for Class 3452 Deputy Agricultural Commissioner.

MISCELLANEOUS: In-Service Activities item continued on page 5.

- 3033-76 From the heads of various departments requesting authorization to make non-civil-service appointments:

Oral Authorization Numbers: 3072-3291

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

- 40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 5, 1964.

Action: Over to the meeting of September 7, 1976.

- 40382-76 Appeal of staff's denial of protests of Qualifications Appraisal ratings for Class 2946 Senior Eligibility Worker Supervisor.

Action: Adopt Staff Report.

1. Deny all appeals.
2. The tapes of the oral interviews are to be preserved for a minimum of 30 days.

- 40404-75 Special Report - Class 8330 Director, Boys' Ranch School (Rehearing per Court Order).

Action: Grant appeal of James Licavoli. Find qualified as to background.



RECRUITMENT AND EXAMINATIONS: (continued)

41407-76 Special Report re background investigation for Class 8304 Deputy Sheriff.  
  
Action: Adopt Staff Report. Uphold decision of Sheriff's Department to disqualify James L. Blanson as to background.

40136-76 Q2 Police Officer examination - Special Reports.  
  
Action: Sustain medical rejection of Charles Rincon.

40348-76 Motion to rescind Civil Service Commission action of July 19, 1976 re terms of the promotive examination announcement for Class 9252 Airport Maintenance Superintendent.  
  
Action: It was moved and seconded to rescind Civil Service Commission action of July 19, 1976. (Vote of 3 to 2. Commissioners Chow and Alioto dissenting.) The Commission ordered that the examination announcement be amended and reissued to include the following as qualifying experience "or a combination of equivalent airport experience." It was further ordered that the appeals of J. Basuino, A. Kidd, J. Fernandez, J. O'Sullivan, and A. Nielsen be denied. (Vote of 4 to 1. Commissioner Powell dissents.)

REGULAR MEETING - PART 11

SEPARATIONS FROM SERVICE:

AUTOMATIC RESIGNATIONS:

5220-76 Clara Dempsey, 1444 Clerk Stenographer 1.5/E245, S.F. Unified School District - 7-1-76.  
  
Action: Off Calendar.

5221-76 Adia Brown, 1426 Senior Clerk Typist 129/P86, Social Services - 6-30-76.  
  
Action: Over to meeting of August 16. Properly prepared leave papers accounting for all periods of absence are to be submitted to the Department of Social Services prior to this meeting.

5222-76 Ione Lowery, 2903 Eligibility Worker 42/E7, Social Services - 7-13-76.  
  
Action: Approve.

5223-76 Windell Sparks, 9910 Public Service Trainee CETA, Public Utilities Commission (Municipal Railway) - 6-25-76.  
  
Action: Approve.

5224-76 William J. Washington, S104 Motorman 43/E101, Public Utilities Commission (Municipal Railway) - 7-12-76.  
  
Action: Approve.

5225-76 Dan Amerson, 2980 Specialist 11 CETA, Human Rights Commission 6-30-76.  
  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to the review and approval of the General Manager, Personnel.

5226-76 Vivian Williams, 1424 Clerk Typist CETA, Public Utilities Commission (Water Department) - 7-6-76.  
  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to the review and approval of the General Manager, Personnel.





AUTOMATIC RESIGNATIONS: (continued)

- 5227-76 Verreda M. Wright, 1424 Clerk Typist CETA, Public Utilities Commission (Water Department) - 7-6-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to the review and approval of the General Manager, Personnel.
- 5228-76 Gwendolyn Ridgeway, 1720 Key punch Operator 12/E7, Controller's Office (EDP) - 6-30-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to the review and approval of the General Manager, Personnel, after satisfactory completion of 6 months' work experience outside the City and County service.

RESIGNATIONS:

- 5229-76 Vickie Rhodes, 1424 Clerk Typist 96/E175, Public Health (Community Mental Health Services) - 6-14-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service. Not to be certified to the Department of Public Health again.
- 5230-76 Terry West, 1424 Clerk Typist V49/E2, Public Health (Community Mental Health Services) - 5-7-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to medical and psychiatric clearance.
- 5231-76 Mustafa Hamid, H2 Firefighter 15/P1, Fire Department - 4-15-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service. Not to be certified again to any position in the Uniformed Forces.
- 5232-76 Charles Seguin, S102 Conductor 127/E91, Public Utilities Commission (Municipal Railway) - 5-24-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service. Not to be certified again to Public Utilities Commission.

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5233-76 Robert Jaime, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 6-29-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of six months' work experience outside the City and County service.
- 5234-76 Nabil Safwat, 3520 Museum Preparator CETA, Asian Art Museum - 6-15-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to medical and psychiatric clearance. The letter of July 12, 1976 to be removed from Civil Service Commission Records and destroyed.



TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5235-76 Aurora Calong, 1444 Clerk Stenographer 8/E272, Public Works (Engineering) - 6-30-76.
- Action: Approve. Not to be certified to Department of Public Works again. Retains eligibility on Class 1442 list.
- 5236-76 Bob Reese, 1424 Clerk Typist 86/E1, Public Health (S.F. General Hospital) - 5-12-76.
- Action: Approve. Cancel all current examination and eligibility status. All future employment with the City and County of San Francisco is prohibited.
- 5237-76 James Lubey, Q2 Police Officer V17/E90, Police Department - 7-8-76.
- Action: Over to the meeting of September 20, 1976.
- 5238-76 George Hood, Q2 Police Officer V11.5/E90, Police Department - 7-8-76.
- Action: Over to the meeting of September 20, 1976.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (promotive)

- 5239-76 Leonido Nantuna, 5204 Assistant Civil Engineer 3/P5, Public Works (Engineering) - 7-9-76.
- Action: Over to the meeting of August 16, 1976.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5240-76 Julita Rose, 2903 Eligibility Worker 98/E7, Social Services - 4-23-76.
- Action: Approve. Not to be certified to the Department of Social Services again.
- 5241-76 Bertram Johnson, 7409 Electrical Transit Serviceman V10/E4, Public Utilities Commission (Municipal Railway) - 3-5-76.
- Action: Return name to list under waiver of appointment. This waiver to remain in effect until medically cleared by the Civil Service Commission Medical Examiner. Refer to staff to explore the possibilities of other temporary employment and to receive examination counseling.
- 5132-74 Esther Dillard, 2302 Orderly 90/E301, Public Health (Laguna Honda Hospital) - 7-5-74.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service. Not to be certified again to the Department of Public Health.

IN-SERVICE ACTIVITIES:

- 2364-76 Appeal of Medical Rejection from David C. Butler for Class 8214 Parking Controlman.
- Action: Approve David C. Butler for temporary employment only for Class 8214 Parking Controlman. (Vote of 4 to 1. Commissioner Tarantino dissenting.)



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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

16-76  
AUGUST 16, 1976, 2 P.M.

DOCUMENTS

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Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Powell  
Commissioner Tarantino  
Excused: Commissioner Chow  
Commissioner Salomon presided.

MINUTES:

Regular Meeting of August 2, 1976.

Action: Approve.

CLASSIFICATION AND PAY:

0156-76 Impartiality of Civil Service classification titles.

Action: Post report for adoption at the meeting of September 7, 1976.

Addendum

1186-76 Amendment to Report No. 1186-76 concerning the reclassification and establishment of salary for Class 5161 Water Purification Assistant Division Manager.

Action: Adopt report; amend original report and amend Annual Salary Ordinance accordingly.

IN-SERVICE ACTIVITIES:

2258-76 Request from the Public Utilities Commission to backdate the certification of Charles Mitchell, Class 7409 Electrical Transit Serviceman, from January 16, 1976 to January 5, 1976.

Action: Adopt Staff Report. Approve.

2358-76 Appeal of staff's denial of sick pay during the recent city worker's strike.

Action: Adopt Staff Report. Deny appeal of Frederic A. Nerney.

2491-76 Appeal of departmental denial of request for educational leave under the provisions of Rule 22.06.

Action: Adopt Staff Report. Sustain departmental denial of request for educational leave for Linda Leavitt.

2498-76 Status of Walter Opasik, eligible on the list for Bacteriological Laboratory Assistant, Class 2416 (4/E-3).

Action: Over to the meeting of September 7, 1976.

2543-76 Appeal of staff's denial of appointment above the entrance rate of employee in Class 1424 Clerk Typist.

Action: Deny Staff Report. Authorize appointment of Ignacia Jensen at the second step of the compensation schedule of 1424 Clerk Typist. (Vote of 3 to 1. Commissioner Salomon dissents.)



IN-SERVICE ACTIVITIES:

- 2565-76 Resolution of Commendation for Philip Tomasello, Juvenile Court, upon his retirement.  
Action: Adopt.
- 2566-76 Resolution of Commendation for Thomas J. Mellon, Chief Administrative Officer, upon his retirement.  
Action: Adopt.
- 2567-76 Appeal of Medical Rejection from Shadrac L. Range, 2736 Porter.  
Action: Refer to medical appeals specialist at his own expense.
- 2568-76 Request for Supplemental Appropriation, Civil Service Commission, Mandatory Fringe Benefits, due to increased retirement costs.  
Action: Approve request and forward to the Office of the Mayor.
- 2569-76 Special Report re Civil Service Rule 32: Lay-Off.  
Action: Over to the meeting of September 7, 1976. Refer to staff for further discussion.
- 2570-76 Request for Supplemental Appropriation, 951 Account, Police and Fire Examination.  
Action: Approve as amended and forward to the Office of the Mayor.

MISCELLANEOUS:

- 3034-76 From the heads of various departments requesting authorization to make non-civil-service appointments:  
Oral Authorization Numbers: 3292-3330  
Action: Approve.

RECRUITMENT AND EXAMINATIONS:

- 40164-76 Appeal re 3632 Senior Librarian Eligible List P-2.  
April 5, 1976: Over to meeting of April 19, 1976.  
April 19, 1976: Off Calendar pending receipt of necessary documents.  
Action: Over to the meeting of September 7, 1976. The Commission stipulated that this is a final continuance.
- 40329-76 Protests of examination announcements for 9116 Senior Fare Collections Receiver, 9117 Principal Fare Collections Receiver, and 9118 Transit Revenue Supervisor.  
Action: Adopt Staff Report.  
1. Deny request of Robert Blais.  
2. Allow protests of John Santisteven, Dorothy Sigler, and Soule Borello.





RECRUITMENT AND EXAMINATIONS: (continued)

- 41436-76      Appeal of staff's denial of protest on Qualifications Appraisal Interview rating for Class 4335 Senior Investigator, Tax Collector.
- Action: Adopt Staff Report. Deny appeal of Laura M. Daguman. (Tie vote; Commissioners Tarantino and Powell moved to grant; Commissioners Salomon and Alioto dissented.)
- 41441-76      Cancellation of examination for Class 5280 Planner III (Entrance and Promotive) re-issue September 26, 1975.
- Action: Adopt Staff Report. Allow request.
- 41442-76      Cancellation of examination announcement for Class 5217 Building Code Analyst.
- Action: Adopt Staff Report. Cancel examination announcement for 5217 Building Code Analyst.

REGULAR MEETING - PART II

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5243-76      Darwin Rouse, 1240 Assistant Personnel Analyst CETA, Civil Service Commission (Classification) - 7-30-76.
- Action: Approve. Not to be certified to the Civil Service Commission again.
- 5244-76      Adele Craig, 1424 Clerk Typist CETA, Public Health (S.F. General Hospital) - 4-27-76.
- Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel Not to be certified to the Department of Public Health again.
- 5245-76      Fred Harrell, 7560 Field Conservation Aide CETA, Recreation and Park - 7-23-76.
- Action: Over to the meeting of September 7, 1976 at request of Department.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (promotive)

- 5246-76      Leonido Nantuna, 5204 Assistant Civil Engineer 3/P5, Public Works (Engineering) - 7-9-76.
- Action: Reinstate to position from which promoted (Class 5202 Junior Civil Engineer, Airports Commission). (Vote of 3 to 1. Commissioner Alioto dissents.)

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5247-76      Irma Sanchez, 1446 Senior Clerk Stenographer 16/E87, Public Works (Building Inspection) - 7-23-76.
- Action: Approve.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5248-76      Pearlene Thomas, 1424 Clerk Typist, Public Health (Central Office) - 6-1-76.
- Action: Approve.



RESIGNATIONS:

- 5249-76 Helen DeForrest, 1706 Telephone Operator 34/E5  
Public Works (General Office) - 7-23-76.  
  
Action: Over to the meeting of September 7, 1976  
at request of Local 400.
- 5250-76 Gerald Griffin, S102 Conductor 162/E109, Public  
Utilities Commission (Municipal Railway) - 5-25-76.  
  
Action: Approve. Cancel all current examination  
and eligibility status. Future applications subject  
to review and approval of the General Manager,  
Personnel, after satisfactory completion of one  
year's work experience outside the City and County  
service. Future employment subject to medical  
clearance by the Civil Service Commission Examining  
Physician. Not to be certified to Public Utilities  
Commission again.
- 5251-76 George Brady, S102 Conductor V18/E103, Public  
Utilities Commission (Municipal Railway) - 5-24-76.  
  
Action: Approve. Cancel all current examination  
and eligibility status. Future applications subject  
to review and approval of the General Manager,  
Personnel, after satisfactory completion of one  
year's work experience outside the City and County  
service. Not to be certified to Public Utilities  
Commission again.

AUTOMATIC RESIGNATIONS:

- 5252-76 DeWitt Williams, 2714 Janitor 103/E57, Public Works  
(Building Repair) - 6-16-76.  
  
Action: Over to the meeting of September 7, 1976.
- 5253-76 Adia Brown, 1426 Senior Clerk Typist 129/P86,  
Social Services - 6-30-76.  
  
Action: Over to the meeting of September 7, 1976  
at request of Local 400. The Commission stipulated  
that there would be no further continuances.
- 5254-76 Reconsideration of Civil Service Commission action of  
July 19, 1976 - Joseph Clark, S104 Motorman 137/E109,  
Public Utilities Commission (Municipal Railway) -  
3-29-76.  
  
July 19, 1976: Approve.  
  
Action: Sustain action of July 19, 1976.
- 5255-76 Theodore Sparks, 1404 Clerk CETA, Adult Probation -  
8-4-76.  
  
Action: Approve.
- 5256-76 Annice White, 1430 Transcriber Typist 5E/19, Adult  
Probation - 8-4-76.  
  
Action: Off Calendar.
- 5257-76 Demetrio Cabarga, 9910 Public Service Trainee CETA,  
Mayor's Office - 7-26-76.  
  
Action: Approve.
- 5258-76 George Karahadian, 7444 Parking Meter Repairman  
V10/E2, Department of Electricity - 7-23-76.  
  
Action: Approve.



AUTOMATIC RESIGNATIONS: (continued)

- 5259-76 Billy R. Watson, 7560 Field Conservation Aide CETA,  
Recreation and Park - 7-28-76.
- Action: Over to the meeting of September 7, 1976.
- 5260-76 Jane McDermott, 1404 Clerk CETA, Public Health (Central  
Office) - 6-28-76.
- Action: Approve.
- 5261-76 Frank Perkins, 2736 Porter CETA, Public Health (Laguna  
Honda Hospital) - 7-13-76.
- Action: Approve.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

SEPTEMBER 7, 1976, 2:00 P.M.

Present: Commissioner Salomon  
Commissioner Chow  
Commissioner Powell  
Excused: Commissioner Alioto  
Commissioner Tarantino  
Commissioner Salomon presided.

MINUTES:

Regular Meeting of August 16, 1976.

Action: Approve.

CLASSIFICATION AND PAY:

0156-75 Impartiality of Civil Service classification titles.

August 16, 1976: Post report for adoption at meeting of  
September 7, 1976.

Action: Adopt Staff Report as amended:

1. Amend titles of 146 classifications to remove sex designations as indicated in the Staff Report.
2. Consolidate Class 2702 Janitress and Class 2714 Janitor to Class 2708 Custodian.
3. Consolidate Class 2704 School Custodian, Female and Class 2724 School Custodian, Male to Class 2709 School Custodian.  
Consideration of proposed new specification for Class 2709 School Custodian over to the meeting of September 20, 1976.
4. Abolish Class 9224 Airport Janitor and Class 9227 Airport Janitress.
5. Amend the Annual Salary Ordinance to reflect the foregoing changes.
6. Grant status to incumbents and eligibles in newly titled classifications as appropriate.
7. Defer title amendment of the following classifications pending classification survey:
  - 8204 Institutional Policeman
  - 8207 Building and Grounds Patrolman
  - 8208 Park Patrolman
  - 8210 Head Park Patrolman
  - 9210 Airport Policeman
  - 9350 Harbor PolicemanRefer to staff for class survey.
8. Advise all departments of the approved classification title changes and require that all departmental records be amended by July 1, 1977. Further all departments are advised to use new titles in their budget requests for fiscal year 1977-78.
9. Requests for further changes to be referred to the General Manager, Personnel, whose action will be final.

1146-76 Survey of one position in Class 1630 Account Clerk located in the Accounting Division of the San Francisco International Airport.

Action: Adopt Staff Report.

1. Reclassify one position in Class 1630 Account Clerk (Sch. 24.6, 325-390BW) to Class 1632 Senior Account Clerk (Sch. 27.6, 372-446BW) when such action does not adversely affect the incumbent.
2. Amend Section 725010B of the Annual Salary Ordinance accordingly.





CLASSIFICATION AND PAY: (continued)

- 1193-76      Classification of one newly budgeted position, S.F. Unified School District, Cafeteria Division.
- Action: Adopt Staff Report.
1. Classify one new Class 1424 Clerk Typist position (Sal. Sch. 24.1 317-381BW) as Class 1424 Clerk Typist (Sal. Sch. 24.1 317-381BW).
  2. Advise the Unified School District to amend its Annual Salary Resolution accordingly.
- 1243-76      Amendment to the Annual Salary Ordinance reflecting the establishment of an additional position in the Office of City Attorney.
- Action: Adopt Staff Report.
1. Allocate one new position in the Office of the City Attorney to Class 8181 Assistant Chief Attorney I (1976-77 Sal. Sch. 51.8 1152-1394BW/2506-3032M).
  2. Amend Annual Salary Ordinance Section 117080 to reflect the establishment of this position.
- 1287-76      Survey of one new position approved in the 1976-77 Budget of the Fire Department in Class 1224 Principal Payroll and Personnel Clerk.
- Action: Over to the meeting of October 4, 1976.
- 1304-76      Classification of two new positions in the Employee Relations Division, Board of Supervisors.
- Action: Over to the meeting of September 20, 1976.
- 1305-76      The reallocation of two positions in Board of Supervisors Office and the classification of new positions in the Budget Bureau.
- Action: Adopt Staff Report; adopt new class specifications; reallocate three newly budgeted positions to the classifications as indicated in the Staff Report. Postpone action on the secretarial position until October 4, 1976. Amend Annual Salary Ordinance Sections 180010 and 181010 accordingly.
- 1341-76      Request of the Acting Director of Health Care Services for renewal of Personal Services Contract between Department of Public Health and McCoy's Patrol Service.
- Action: Renewal of Personal Services Contract reviewed; forward to Purchaser of Supplies.
- 1347-76      Amendment to specification for Class 3302 Vendor.
- Action: Adopt Staff Report. Amend job specification for Class 3302 Vendor. Status of employees and eligibles in Class 3302 Vendor continues without change.
- 1354-76      Amendment of Section 1.35 of the Annual Salary Ordinance with reference to subsistence being paid to employees where City Board and Room Facilities are not provided with the exception of the Warnerville Sub-Station Area.
- Action: Approve request; amend Annual Salary Ordinance accordingly.
- 1357-76      Classification of four new positions in the Department of Public Health, Central Health Administration, County Jail and City Prison, approved in connection with the Jail Medical Program; a supplemental appropriation.
- Action: Adopt Staff Report.



CLASSIFICATION AND PAY: (continued)

1. Classify new positions as follows:
  - 1 - 2210 Dentist - Part Time (Sch. 48.0)
  - 1 - 2230 Physician Specialist - Part Time (Sch. 49.5)
  - 1 - 2230 Physician Specialist (Sch. 49.5)
  - 1 - 2574 Clinical Psychologist (Sch. 40.8)
2. Amend Annual Salary Ordinance Section 513011 accordingly.

1358-76 Survey of one new position, 1976-77 budget, Department of Public Health, Community Mental Health Services, Program Development and Research.

Action: Adopt Staff Report.

1. Allocate one new position, 1976-77 budget, Department of Public Health, Community Mental Health Services, to classification 1853 Control Clerk, E.D.P., to be designated "Exempt Waiver: Ability to operate keypunch machine required."
2. Amend Annual Salary Ordinance Section 561010 by removing the "SC" symbol.

1359-76 Salary survey to determine prevailing rates of pay for fiscal year beginning July 1, 1977.

Action: Adopt Staff Report; request the Board of Supervisors to authorize expenditure of funds to conduct a salary survey complete with a report. The Commission further directed the staff to submit a supplemental appropriation request for \$2,500 to increase the 1976-77 appropriation for salary survey purposes from \$10,000 appropriated to \$12,500 as mandated by Charter Section 8.40.

1360-76 Classification of one newly budgeted 1432 Senior Transcriber Typist position in the Office of the Public Defender.

Action: Adopt Staff Report.

1. Classify one newly budgeted 1432 Senior Transcriber Typist (Sal. Sch. 27.1 364-436BW) as 1432 Senior Transcriber Typist (Sal. Sch. 27.1 364-436BW).
2. Amend Annual Salary Ordinance Section 165010 to remove the "SC" designation.

1361-76 Survey of one position in Class 1446 Senior Clerk Stenographer in the Tax Collector's Office.

Action: Over to the meeting of September 20, 1976.

1362-76 Classification of 17 new positions in the Department of Public Health, San Francisco General Hospital, approved in connection with the Prisoner Medical Unit at S.F. General Hospital; a supplemental appropriation.

Action: Adopt Staff Report.

1. Classify new positions as follows:
  - 557010: 1 - 1428 Ward Clerk (Sch. 26.3)
  - 1 - 2230 Physician Specialist (Sch. 49.5\*; eff. 2-1-77: Sch. 50.7\*)
  - 1 - 2277 Assistant Resident II (549M549; eff. 2-1-77: 581M581)
  - 557012: 4 - 2305 Psychiatric Technician (Sch. 28.5, ent. @ Step 2)
  - 2 - 2312 Licensed Vocational Nurse (Sch. 28.2, ent. @ Step 2)
  - 3 - 2320 Registered Nurse (529B603; eff. 1-1-77: 529B638)
  - 2 - 2323 Clinical Nurse Specialist (Sch. 40.0\*)
  - 557016: 2 - 2302 Orderly (Sch. 26.8, ent. @ Step 2)
  - 557018: 1 - 2920 Medical Social Worker (Sch. 36.7)
2. Amend Annual Salary Ordinance Sections 557010, 557012, 557016, and 557018 accordingly.



CLASSIFICATION AND PAY: (continued)

1363-76 Survey of one unclassified 1656 Head Accountant position, Department of Public Health, Laguna Honda Hospital; and retitling and amendment of specification for Class 2158 Assistant Administrator, Non-Medical, Laguna Honda Hospital.

Action: Adopt Staff Report.

1. Allocate one unclassified position in the Department of Public Health, Laguna Honda Hospital, to Class 1656 Head Accountant (Sch. 43.0).
2. Retitle Class 2158 Assistant Administrator, Non-Medical, Laguna Honda Hospital, to 2158 Assistant Administrator, Laguna Honda Hospital, and amend specification for Class 2158.
3. Amend Section 555010 of the Annual Salary Ordinance to reflect the above.

IN-SERVICE ACTIVITIES:

2055-75 Appeal of staff's denial of request for salary adjustment by employees in Class 1468 Water Services Clerk.

Action: Grant appeal. Refer to staff for salary adjustment.

2365-76 Appeal of Medical Rejection from David Aiuto for Class 7530 Street Cleaner.

Action: Grant appeal. Find medically qualified.

2393-76 Request to extend exemption of Class 1275 Director of Classified Personnel and Employee Relations through June 30, 1977.

Action: Approve request.

2402-76 Appeal of Medical Rejection from Roberta Norberg for Class 3302 Vendor.

Action: Over to the meeting of September 20, 1976. Refer supplementary medical information submitted to the Medical Examiner for review and report.

2409-76 Request from Controller's Office for resolution of the Civil Service Commission authorizing contractual agreement between the General Manager, Personnel, and the actuarial firm of Coates, Herfurth and England.

Action: Adopt Staff Report. Pass resolution authorizing contractual agreement.

2410-76 Special Report re employment status of Geraldine Bordeaux, Class 1424 Clerk Typist, 388/EE-181.

Action: Find eligible for appointment.

2498-76 Status of Walter Opasik, eligible on the list for Bacteriological Laboratory Assistant, Class 2416 (4/E-3).

Action: Over to the meeting of September 20, 1976. Staff to review Mr. Opasik's residency status.

2569-76 Special Report re Civil Service Rule 32: Lay-Off.

Action: Off Calendar.

2570-76 Request to designate positions in certain classifications with payroll symbol "Z" to provide compensatory time off in lieu of overtime compensation.

Action: Adopt Staff Report. Approve request.



IN-SERVICE ACTIVITIES: (continued)

- 2579-76 Appeal of Medical Rejection from Reginald M. Stephenson for Class S104 Motorman.
- Action: Adopt Staff Report. Sustain Medical Rejection. Return name to eligible list under waiver of appointment until medically cleared by the Civil Service Commission Medical Examiner.
- 2585-76 Suspension of the provisions of Section 1.3 of the 1976-77 Annual Salary Ordinance to provide overtime compensation for certain employees in the Department of Public Works.
- Action: Adopt Staff Report. Approve request.
- 2415-76 Appeal of Medical Rejection by the Police Surgeon from Duane Collins for reinstatement as Q2 Police Officer.
- Action: Find medically qualified.

MISCELLANEOUS:

- 3035-76 From the heads of various departments requesting authorization to make non-civil-service appointments:
- Oral Authorization Numbers: 3331-3416
- Action: Approve.

RECRUITMENT AND EXAMINATIONS:

- 40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 5, 1964.
- Action: Over to the meeting of September 20, 1976. Staff to request City Attorney's opinion.
- 40164-76 Appeal re 3632 Senior Librarian Eligible List P-2.
- Action: Adopt Staff Report. Deny appeal of Alice A. Jacobs and remove name from Eligible List P-2, Class 3632 Senior Librarian. Staff to investigate circumstances surrounding application and examination which placed Ms. Jacobs on the list.
- 41476-76 Appeal of staff's denial of protests concerning the ratings of Qualifications Appraisal Interview for Class 4222 Senior Personal Property Auditor.
- Action: Adopt Staff Report. Deny appeals of Henry J. Leigh, Jack Yee, and Renato Payumo.
- 41480-76 Appeal of staff's denial of protests of ratings in Qualifications Appraisal for Class 2910 Social Worker.
- Action: Over to the meeting of September 20, 1976.
- 41407-76 Request for reconsideration of Civil Service Commission action of August 2, 1976 - Special Report re background investigation for Class 8304 Deputy Sheriff.
- Action: Over to the meeting of October 4, 1976.





REGULAR MEETING - PART II

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5264-76 Tommy Szeto, 7560 Field Conservation Aide CETA, Recreation and Park - 8-12-76.  
Action: Off Calendar.
- 5265-76 William Hollman, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-5-76.  
Action: Approve.
- 5266-76 Thad J. Gibson, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-5-76.  
Action: Off Calendar.
- 5267-76 Leon Cartwright, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-5-76.  
Action: Off Calendar.
- 5268-76 Fred N. Harrell, Jr., 7560 Field Conservation Aide CETA, Recreation and Park - 7-23-76.  
Action: Off Calendar.
- 5269-76 Henry Holland, 1424 Clerk Typist CETA, Fire Department - 8-25-76.  
Action: Approve.
- 5270-76 Allan B. Gallagher, Jr., 8207 Building and Grounds Patrolman CETA, Police Department - 8-18-76.  
Action: Approve. Cancel all current examination and eligibility status in the security series. Future employment subject to approval of General Manager, Personnel.
- 5271-76 Eric Horton, 8207 Building and Grounds Patrolman CETA, Police Department - 8-19-76.  
Action: Over to the meeting of October 4, 1976.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5272-76 Jerome Greenstien, 1862 Systems and Procedures Analyst 12/E2, S.F. Unified School District (Data Processing) - 8-25-76.  
Action: Approve.
- 5273-76 Jean Graham, 1424 Clerk Typist 226/E174, Treasurer - 8-17-76.  
Action: Return name to list under waiver of appointment until a recent certificate of typing proficiency at the 1424 Clerk Typist level is presented and approved by the General Manager, Personnel. (Vote of 2 to 1. Commissioner Salomon dissents.)
- 5274-76 Jonathan E. Vogel, S102 Conductor 484/E111, Public Utilities Commission (Municipal Railway) - 8-17-76.  
Action: Over to the meeting of September 20, 1976.
- 5275-76 Donald Johnston, 2424 X-Ray Aide V1/E5, Public Health (Laguna Honda Hospital) - 8-31-76.  
Action: Return name to list.

RESIGNATIONS:

- 5276-76 Helen DeForrest, 1706 Telephone Operator 34/E5, Public Works (General Office) - 7-23-76.  
Action: Approve. Not to be certified to the Department of Public Works again.



CORRECTED COPY  
CIVIL SERVICE COMMISSION CALENDAR 9-7-76

RESIGNATIONS: (continued)

- 5277-76 Robert Hulen, 1336 Assistant to General Manager, Public Service V2/E2, Recreation and Park - 8-20-76.  
Action: Over to the meeting of September 20, 1976.
- 5278-76 Nadine Parra, 1424 Clerk Typist 366/E181, S.F. Community College District - 7-21-76.  
Action: Off Calendar.
- 5279-76 Elaine Broussard, 1424 Clerk Typist CETA, Public Health (Central Office) - 8-6-76.  
Action: Approve. Future employment subject to clearance by the Civil Service Commission Medical Examiner.
- 5280-76 James Hall, 9210 Airport Policeman 97/E8, Airports Commission - 7-22-76.  
Action: Approve. Future employment subject to review and approval of the General Manager, Personnel.

TERMINATIONS OF TEMPORARY APPOINTMENT:

- 5292-76 Hattie O'Banner, 2736 Porter 88/E51, Public Health (S.F. General Hospital) - 8-5-76.  
Action: Approve without prejudice.

AUTOMATIC RESIGNATIONS:

- 5281-76 DeWitt Williams, 2714 Janitor 103/E57, Public Works (Building Repair) - 6-16-76.  
Action: Approve. Future employment subject to review and approval of the General Manager, Personnel.
- 5282-76 John Rouse, 7530 Street Cleaner 59/E6, Public Works (Street Cleaning) - 8-2-76.  
Action: Approve. Not to be certified to the Department of Public Works again.
- 5283-76 Elemita Kee, 1220 Payroll Clerk 25/E3, Public Utilities Commission (Municipal Railway) - 8-11-76.  
Action: Approve. Future employment subject to the review and approval of the General Manager, Personnel.
- 5284-76 Jesse Lane, S102 Conductor V47/P85, Public Utilities Commission (Municipal Railway) - 11-4-75.  
Action: Over to the meeting of September 20, 1976.
- 5285-76 Spencer Thomas, 7410 Automotive Serviceman V6/E5, Public Utilities Commission (Municipal Railway) - 8-11-76.  
Action: Over to the meeting of September 20, 1976.
- 5286-76 Ann Johnson, 1424 Clerk Typist 8/E128, Civil Service Commission - 8-11-76.  
Action: Authorize withdrawal of automatic resignation. Resignation - services satisfactory accepted and approved.
- 5287-76 Wayne Ellsworth, 7560 Field Conservation Aide CETA, S.F. Port Commission - 8-3-76.  
Action: Approve.
- 5288-76 Eugene Irby, 7560 Field Conservation Aide CETA, S.F. Port Commission - 8-3-76.  
Action: Approve.



AUTOMATIC RESIGNATIONS:

5289-76 Billy R. Watson, 7560 Field Conservation Aide CETA, Recreation and Park 7-28-76.  
Action: Approve.

5290-76 James Glover, 7560 Field Conservation Aide CETA, Recreation and Park - 8-17-76.  
Action: Off Calendar.

5291-76 Edward Turner, 7560 Field Conservation Aide CETA, Recreation and Park - 8-17-76.  
Action: Approve.

5293-76 Adia Brown, 1426 Senior Clerk Typist 129/P86, Social Services - 6-30-76.  
Action: Authorize withdrawal of automatic resignation. Resignation accepted and approved. Future employment subject to clearance by the Civil Service Commission Medical Examiner. Not to be certified to the Department of Social Services again. (Vote of 2 to 1. Commissioner Salomon dissents.)

5294-76 Martha Perry, 2903 Eligibility Worker 385/E7, Social Services - 8-24-76.  
Action: Approve.

5295-76 Maureen Meade, 2903 Eligibility Worker 127/E7, Social Services - 8-3-76.  
Action: Approve.

5296-76 Hannah Wienand, 3598 School Aide III 94/E1, S.F. Unified School District - 8-4-76.  
Action: Off Calendar.

5297-76 John Hopkins, 2724 School Custodian 47/E52, S.F. Unified School District - 8-3-76.  
Action: Approve.

5298-76 Emma Randolph, 3595 School Aide I, 129/E1, S.F. Unified School District - 8-4-76.  
Action: Approve.

5299-76 Judy Vigil, 1720 Key punch Operator 20/E7, Controller (EDP) - 8-3-76.  
Action: Approve.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

SEPTEMBER 20, 1976, 2:00 P.M.

DOCUMENTS

SEP 27 1976

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino  
Commissioner Salomon presided.

MINUTES:

Regular Meeting of September 7, 1976.

Action: Approve.

CLASSIFICATION AND PAY:

- 0156-75      Impartiality of Civil Service classification titles.
- Action: Over to the meeting of October 4, 1976.
- 1304-76      Classification of two new positions in the Employee Relations Division, Board of Supervisors.
- Action: Adopt Staff Report; adopt new classifications; amend class specification for 1282 Director, Employee Relations Division; amend the Annual Salary Ordinance accordingly. (Vote of 4 to 1. Commissioner Salomon dissents.)
- 1361-76      Survey of one position in Class 1446 Senior Clerk Stenographer in the Tax Collector's Office.
- Action: Off Calendar pending further research.
- 1370-76      Survey of one vacant 1650 Accountant position, Juvenile Court, Payroll-Personnel Office.
- Action: Off Calendar.
- 1371-76      Classification of one new position (budget 1976-77), San Francisco Port Commission.
- Action: Adopt Staff Report.
1. Allocate one new position to Class 4308 Senior Collections Clerk, Port Commission.
  2. Amend Section 775010 of the Annual Salary Ordinance accordingly (delete "SC" symbol).
- 1373-76      Classification of two new positions (1976-77 budget), Department of Public Health, Division of Outpatient and Community Services.
- Action: Adopt Staff Report.
1. Classify one A123 Child Psychiatrist (J,Z \$1,052-1,274BW) as Class 2230 Physician Specialist (Sal. Sch. Z 49.5 \$1,032-1,249BW).
  2. Classify one A124 Clinical Director (J,Z \$1,052-1,274BW) as Class 2230 Physician Specialist (Sal. Sch. Z 49.5 \$1,032-1,249BW).
  3. Amend Section 557010 of the Annual Salary Ordinance to delete the "SC" designations accordingly.
- 1377-76      Classification of three newly budgeted Driver-Messenger positions, Department of Public Health, Division of Outpatient Clinics.
- Action: Adopt Staff Report.





CLASSIFICATION AND PAY: (continued)

1. Classify three Driver-Messenger positions approved in the 1976-77 budget to Class 2586 Health Worker II (Sch. 23.8, \$313-375BW).
2. Amend Section 557010 of the Annual Salary Ordinance accordingly.

IN-SERVICE ACTIVITIES:

- 2402-76 Appeal of Medical Rejection from Roberta Norberg for Class 3302 Vendor.  
Action: Sustain Medical Rejection.
- 2423-76 Appeal of Medical Rejection from Dorothy Capers for Class 2302 Orderly.  
Action: Adopt Staff Report. Allow permanent certification subject to reducing weight to a level acceptable to the Medical Examiner prior to the completion of the probationary period. Ms. Capers to establish satisfactory weight level in consultation with the Medical Examiner.
- 2424-76 Appeal of Medical Rejection from Carole J. Mitchell for Class 2302 Orderly.  
Action: Adopt Staff Report. Refer to medical appeals specialist at own expense. Ms. Mitchell to contact the Assistant Secretary, Civil Service Commission, for a list of Medical Appeals Specialists.
- 2428-76 Request for approval of appointment above entrance rate of employee in Class 2344 Chief of Surgery Nurses.  
Action: Adopt Staff Report. Approve the permanent appointment of Natalie Dennis at Step 3 in the compensation schedule for Class 2344 Chief of Surgery Nurses.
- 2429-76 Request for approval of appointment above the entrance rate of employee in Class 3658 Medical Librarian.  
Action: Adopt Staff Report. Approve the permanent appointment of Miriam Hirsch at Step 5 in the compensation schedule for Class 3658 Medical Librarian.
- 2430-76 Request for approval of appointment above the entrance rate of employee in Class 2320 Registered Nurse.  
Action: Adopt Staff Report. Approve the permanent appointment of Carolyn Cahn at Step 5 in the compensation schedule for Class 2320 Registered Nurse.
- 2431-76 Special Report re employment status of eligible in Class 2724 School Custodian.  
Action: Over to the meeting of October 4, 1976.
- 2432-76 Amendment of Rule 9, Section 9.14 Preference to War Veterans and Widows to comply with the July 7, 1976 amendment to Charter Section 8.324 (June 8, 1976 election, Proposition H).  
Action: Post for adoption in two weeks.
- 2498-76 Status of Walter Opasik, eligible on the list for Bacteriological Laboratory Assistant, Class 2416 (4/E3).  
Action: Remove name from list.

MISCELLANEOUS:

- 3036-76 From the heads of various departments requesting authorization to make non-civil-service appointments:  
Oral Authorization Numbers: 3417-3463  
Action: Approve.



MISCELLANEOUS: (continued)

3037-76 Request from the Mayor's Office to back date the following requisitions:

T-60006 5408 Coordinator Citizen Involvement 8-14-76  
T-60007 5408 Coordinator Citizen Involvement 8-14-76

Action: Approve as requested by Committee.

RECRUITMENT AND EXAMINATIONS:

40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 5, 1964.

Action: Over to the meeting of October 4, 1976.

41480-76 Appeal of staff's denial of protests of ratings in Qualifications Appraisal for Class 2910 Social Worker.

Action: Over to the meeting of October 4, 1976. Commissioner Salomon appointed a Committee of One to review tapes of Qualifications Appraisal Interviews. Adopt list holding two permanent requisitions in abeyance pending resolution of appeals.

41495-76 Appeal of staff's denial for a re-evaluation by a second oral board for the 9156 Senior Claims Investigator and the 9157 Claims Adjuster oral appraisal examinations.

Action: Over to the meeting of October 4, 1976.

41496-76 Appeal of staff's denial for a re-evaluation by a second oral board for the 9156 Senior Claims Investigator and the 9157 Claims Adjuster oral appraisal examinations.

Action: Over to the meeting of October 4, 1976.

41488-76 Appeal of staff's denial of key protests of examinations for Senior Deputy Sheriff Class 8306 and Sheriff's Sergeant Class 8308.

Action: Adopt Staff Report. Deny appeals.

REGULAR MEETING - PART II

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5300-76 Lionel Joseph, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-24-76.

Action: Approve.

5301-76 Langston Duneghy, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-23-76.

Action: Approve.

5302-76 Keith Chappell, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-17-76.

Action: Approve.

5303-76 Robert Barnes, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-24-76

Action: Approve.

5304-76 James E. Johnson, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-17-76.



TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

Action: Approve. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service.

5305-76 Alonzo Grier, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 8-24-76.

Action: Approve.

5306-76 Gloria Perchez, 1424 Clerk Typist CETA, Public Health (S.F. General Hospital) - 8-4-76.

Action: Approve. Future employment subject to medical clearance by the Civil Service Medical Examiner.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5307-76 George Hood, Q2 Police Officer V11.5/E90, Police Department - 7-8-76.

Action: No future employment with the City and County of San Francisco.

5308-76 James Lubey, Q2 Police Officer V17/E90, Police Department - 7-8-76.

Action: No future employment with the City and County of San Francisco.

5309-76 Jonathan E. Vogel, S102 Conductor 484/E111, Public Utilities Commission (Municipal Railway) - 8-17-76.

Action: Over to the meeting of October 4, 1976.

5310-76 Lillian Lyons, 1424 Clerk Typist 2/P32, S.F. Community College District - 9-20-76.

Action: Approve. (Vote of 3 to 2. Commissioners Powell and Chow dissent.)

RESIGNATIONS:

5311-76 Theresa Kelly, 1424 Clerk Typist CETA, Police Department - 8-10-76.

Action: Approve.

5312-76 Louis Butler, 7313 Automotive Machinist 12/E4, Public Utilities Commission (Municipal Railway) - 7-17-76.

Action: Approve. Not to be certified to the Public Utilities Commission again.

5313-76 Robert Hulen, 1336 Assistant to General Manager, Public Service V2/E2, Recreation and Park - 8-20-76.

Action: Approve. Cancel all current examination and eligibility status. Not to be certified to the Recreation and Park Department again.

AUTOMATIC RESIGNATIONS:

5314-76 Jesse Lane, S102 Conductor V47/P85, Public Utilities Commission (Municipal Railway) - 11-4-75

Action: Over to the meeting of October 18, 1976.

5315-76 Joseph White, 7560 Field Conservation Aide CETA, Recreation and Park - 8-17-76.

Action: Approve.

5316-76 Margarita Ponce, 9110 Fare Collections Receiver 107/E17, Public Utilities Commission (Municipal Railway) - 8-24-76.

Action: Approve.



AUTOMATIC RESIGNATIONS: (continued)

- 5317-76 Arthur Burks, 2714 Janitor CETA, Public Utilities Commission (Municipal Railway) - 8-20-76.  
Action: Approve.
- 5318-76 Spencer Thomas, 7410 Automotive Serviceman V6/E5, Public Utilities Commission (Municipal Railway) - 8-11-76.  
Action: Over to the meeting of October 4, 1976.
- 5319-76 Kristine Hoover, 2320 Registered Nurse 9/E325, Public Health (S.F. General Hospital) - 7-27-76.  
Action: Approve without prejudice.
- 5320-76 Mary Rush, 2320 Registered Nurse 4/E178, Public Health (S.F. General Hospital) - 8-3-76.  
Action: Approve without prejudice.
- 5321-76 Kathryn Bass, 2320 Registered Nurse 11/E260, Public Health (S.F. General Hospital) - 7-28-76.  
Action: Approve without prejudice.
- 5322-76 Jose Medrano, 2586 Health Worker II CETA, Public Health (S.F. General Hospital) - 7-19-76.  
Action: Approve.
- 5323-76 Richard Balbi, 2587 Health Worker III CETA, Public Health (S.F. General Hospital) - 7-6-76.  
Action: Approve.
- 5324-76 Juanita Nadal, 2320 Registered Nurse 10/E288, Public Health (S.F. General Hospital) - 6-17-76.  
Action: Approve without prejudice.
- 5325-76 Jack Mullikin, 2724 School Custodian 76.5/E52, S.F. Unified School District - 9-8-76.  
Action: Approve.
- 5326-76 Cathy Kleinhenz, 3540 Curatorial Aide CETA, Art Commission - 8-18-76.  
Action: Approve.





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

OCTOBER 4, 1976, 2:00 P.M.

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino

Commissioner Salomon presided.

MINUTES:

Regular Meeting of September 20, 1976.

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

41495-76 Appeal of staff's denial for a re-evaluation by a second oral board for the 9156 Senior Claims Investigator and the 9157 Claims Adjuster oral appraisal examinations.

Action: Over to the meeting of October 18, 1976.

41496-76 Appeal of staff's denial for a re-evaluation by a second oral board for the 9156 Senior Claims Investigator and the 9157 Claims Adjuster oral appraisal examinations.

Action: Over to the meeting of October 18, 1976.

40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 5, 1964.

Action: Over to the meeting of October 18, 1976.

41407-76 Reconsideration of Civil Service Commission action of August 2, 1976 - Special Report re background investigation for Class 8304 Deputy Sheriff.

Action: Over to the meeting of October 18, 1976.

41480-76 Appeal of staff's denial of protests of ratings in Qualifications Appraisal for Class 2910 Social Worker.

Action: Adopt Staff Report. Deny appeals of Andrew B. Adeva and Osserman B. Caceres.

41486-76 Appeal of staff's denial of protest re terms of the examination announcement for 1478 Water Services Clerk.

Action: Adopt Staff Report. Deny appeal of Edna L. Faulks.

42514-76 Appeal re ratings in the written examinations for 2905 Senior Eligibility Worker and 2907 Eligibility Worker Supervisor.

Action: Adopt Staff Report. Deny appeal of Clifford D. Howard.

42520-76 Cancellation of veteran's points erroneously awarded in the examination for Class 4267 Principal Real Property Appraiser and cancellation of appointment erroneously made.

Action: Deny staff Report. Grant appeal of Alfred D. Bacci.  
(Vote of 4 to 1. Commissioner Salomon dissents.)

CLASSIFICATION AND PAY:

0156-75 Impartiality of Civil Service classification titles.

Action: Over to the meeting of October 18, 1976.



CLASSIFICATION AND PAY: (continued)

- 1287-76 Survey of one new position approved in the 1976-77 budget of the Fire Department in Class 1224 Principal Payroll and Personnel Clerk.
- Action: Over to the meeting of October 18, 1976.
- 1305-76 The reallocation of two positions in Board of Supervisors Office and the classification of new positions in the Budget Bureau.
- Action: Over to the meeting of October 18, 1976.
- 1361-76 Survey of one position in Class 1446 Senior Clerk Stenographer, Tax Collector's Office.
- Action: Adopt Staff Report.
1. Reclassify one position in Class 1446 Senior Clerk Stenographer (Sch. 26.6 \$356-426 to Class 1426 Senior Clerk Typist (Sch. 26.1 \$348-416).
  2. Amend Section 261012 of the Annual Salary Ordinance accordingly.
- 1374-76 Classification of one newly budgeted position, Department of Public Health, Division of Outpatient and Community Services (DOCS).
- Action: Off Calendar.
- 1403-76 Retitling and amendment of Classes 1750 Photostat Operator (Sch. 28.6 \$390B467, \$848M1016) and 1752 Senior Photostat Operator (Sch. 30.3 \$420B505, \$914M1098).
- Action: Over to the meeting of November 1, 1976.
- 1404-76 Classification of one new position in Class 8181 Assistant Chief Attorney I, approved in the 1976-77 budget, City Attorney's Office.
- Action: Adopt Staff Report.
1. Classify one newly approved budgeted position in the Office of the City Attorney in the requested Class 8181 Assistant Chief Attorney I, (1976-77 Sch. 51.8 \$1152B1394, \$2506M3032).
  2. Amend Annual Salary Ordinance Section 117010 to reflect the establishment of this new position.
- 1405-76 Reclassification of one 1426 Senior Clerk Typist position to 1410 Chief Clerk at the Audio Visual Division of the Board of Education on Harrison Street.
- Action: Adopt Staff Report.
1. Reclassify one position in Class 1426 Senior Clerk Typist (Sal. Sch. 26.1 \$348-416BW) to Class 1410 Chief Clerk (Sal. Sch. 34.3 \$505-608BW).
  2. Advise the Unified School District to amend their Salary Resolution accordingly.
- 1406-76 Survey of one new position (1976-77 budget) identified as A101 Virologist, Department of Public Health, Central Office Laboratories.
- Action: Adopt Staff Report.
1. Establish new classification of 2465 Virologist (J,Z \$611B738).
  2. Allocate one new position (1976-77 budget) identified as A101 Virologist to new classification of 2465 Virologist (J,Z \$611B738).
  3. Amend Annual Salary Ordinance Section 517010 accordingly.
- 1407-76 Review of Personal Services Contract between the Port Commission and Mr. John H. Anderson.
- Action: Personal Services Contract reviewed as to classification; forward to Purchaser of Supplies.



IN-SERVICE ACTIVITIES:

- 2416-76 Appeal departmental denial of educational leave request (Rule 22.06 (d)).  
Action: Adopt Staff Report. Deny appeal of Carol Koback.
- 2427-76 Appeal of Medical Rejection from William Hicks for Class 2312 Licensed Vocational Nurse.  
Action: Refer to medical appeals specialist at own expense. Mr. Hicks to contact the Assistant Secretary, Civil Service Commission, for the names of appropriate specialists.
- 2431-76 Special Report re employment status of eligible in Class 2724 School Custodian.  
Action: Over to the meeting of October 18, 1976.
- 2432-76 Amendment of Rule 9, Section 9.14 Preference to War Veterans and Widows to comply with the July 7, 1976 amendment to Charter Section 8.324 (June 8, 1976 election, Proposition H).  
Action: Delete sub-section b.3.; renumber sub-section b.4 to b.3.; adopt rule as amended.
- 2436-76 Appeal of the decision of the Director of Airports placing an employee on sick leave.  
Action: Sustain the decision of the Director of Airports. Alfred M. Ahlquist to remain on sick leave with or without pay until medically cleared by the Civil Service Commission Medical Examiner.
- 2438-76 Approval of holidays for 2220 Physicians assigned to Emergency Hospital Service.  
Action: Approve assignment of holidays as proposed.
- 2444-76 Special Report re employment status of William Proctor, Class 2903 Eligibility Worker.  
Action: Cancel all current examination and eligibility status. Future applications subject to the review and approval of the General Manager, Personnel, after satisfactory completion of two years' work experience outside the City and County service.
- 2445-76 Request for approval of appointment above the entrance rate of employee in Class 8180 Principal Attorney.  
Action: Off Calendar.
- 2446-76 Request for appointment above the entrance rate of employee in Class 8192 Controller's Legal Counsel.  
Action: Adopt Staff Report. Approve request.
- 2447-76 Suspension of provisions of Section 1.3 of the 1976-77 Annual Salary Ordinance to provide overtime compensation for certain employees of the Public Utilities Commission.  
Action: Adopt Staff Report. Approve request.
- 2448-76 Suspension of the Administrative Provisions of Section 1.3 of the 1976-77 Annual Salary Ordinance to provide overtime compensation for certain employees in the San Francisco Unified School District.  
Action: Adopt Staff Report.



IN-SERVICE ACTIVITIES: (continued)

- 2455-76 Review of recommendation of the City Attorney in the case of Anthony Robles versus the Civil Service Commission, et al.

Action: Instruct the City Attorney not to appeal the decision. Proceed with the appeal from dismissal.

MISCELLANEOUS:

- 3038-76 From the heads of various departments requesting authorization to make non-civil-service appointments:

Oral Authorization Numbers: 3464-3505

Action: Approve.

- 3039-76 Requests from departments to back date requisitions:

P-606	8316 Asst. Counselor	9-1-76 - 9-14-76	Juvenile Court
P-607	8316 Asst. Counselor	9-1-76 - 9-14-76	" "
P-613	8316 Asst. Counselor	9-1-76 - 9-28-76	" "
T-60010	1404 Clerk	9-1-76	Registrar of Voters

Action: Approve as recommended by Committee.

REGULAR MEETING - PART II

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5334-76 Jerome Betha, 1202 Personnel Clerk CETA, Civil Service Commission - 9-16-76.

Action: Approve.

- 5335-76 Danny Ray Evans, 7560 Field Conservation Aide CETA, Recreation and Park - 9-21-76.

Action: Approve.

- 5336-76 Eric Horton, 8207 Building and Grounds Patrolman CETA, Police Department - 8-19-76.

Action: Over to the meeting of October 18, 1976 to allow additional San Francisco Police Department witnesses to be present.

- 5337-76 James King, Jr., 7560 Field Conservation Aide CETA, Recreation and Park - 9-21-76.

Action: Approve.

- 5338-76 Eric LeBeouff, 7560 Field Conservation Aide CETA, Recreation and Park - 9-21-76.

Action: Approve.

- 5339-76 Ralph R. Matthews, 7560 Field Conservation Aide CETA, Recreation and Park - 9-21-76.

Action: Approve.

- 5340-76 Darlene Richardson, 1424 Clerk Typist CETA, Police Department (Records) - 9-22-76.

Action: Off Calendar.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (promotive)

- 5341-76 Elsa Kellmann, 1450 Principal Clerk Stenographer 35/P4, Public Library - 9-15-76. (No appeal filed.)

Action: Approve. Retain eligibility on Class 1410 list.







TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5342-76 Dorree E. Donnelly, 1426 Senior Clerk Typist 8/E84, S.F. Community College District - 9-10-76.  
Action: Over to the meeting of October 18, 1976.
- 5343-76 Benny A. Gage, Sr., 7454 Signalman 6/E1, Public Works (Street Repair) - 9-7-76.  
Action: Approve. Not to be certified to the Department of Public Works again.
- 5344-76 Jonathan E. Vogel, S102 Conductor 484/E111, Public Utilities Commission (Municipal Railway) - 8-17-76.  
Action: Over to the meeting of October 18, 1976.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5345-76 Samuel J. McGilbery, 7530 Street Cleaner 32/E9, Public Works (Street Cleaning) - 9-3-76.  
Action: Approve. Not to be certified to the Department of Public Works again.

RESIGNATIONS:

- 5346-76 Mark Bredeck, 2903 Eligibility Worker 251/E8, Social Services - 8-31-76.  
Action: Approve. Future applications subject to the review and approval of the General Manager, Personnel.
- 5347-76 William Deeb, S104 Motorman 158/E107, Public Utilities Commission (Municipal Railway) - 8-28-76.  
Action: Approve resignation with services satisfactory. Approval is without prejudice to any future employment with the City and County of San Francisco.
- 5348-76 Lois Goodrich, 2903 Eligibility Worker 339/E7, Social Services - 8-31-76.  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of six months' work experience outside the City and County service. Not to be certified to the Department of Social Services again.
- 5349-76 Gladys Ryan, 1424 Clerk Typist 13/E189, S.F. Community College District - 9-3-76.  
Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of six months' work experience outside the City and County service. Not to be certified to the S.F. Community College District again.

AUTOMATIC RESIGNATIONS:

- 5350-76 Norma Beauchamp, 2587 Health Worker III 18/P1, Public Health (Community Mental Health Services - 9-7-76.  
Action: Approve.
- 5351-76 Lynn C. Conner, 1708 Senior Telephone Operator 10/E4, Electricity (Central Fire Alarm Station) - 9-5-76.  
Action: Approve.



AUTOMATIC RESIGNATIONS:

- 5352-76 William Donohue, 2903 Eligibility Worker 392/E7, Social Services - 9-15-76.  
Action: Approve.
- 5353-76 Alberto Garaygordobil, 2736 Porter CETA, Public Health (S.F. General Hospital) - 8-11-76.  
Action: Approve.
- 5354-76 Spencer Thomas, 7410 Automotive Serviceman V6/E5, Public Utilities Commission (Municipal Railway) - 8-11-76.  
Action: Off Calendar.
- 5355-76 Shirley Valle, 6102 Rodent Control Person CETA, Public Health (Central Office) - 9-2-76.  
Action: Approve.



*Calendar - Oct 18, 1976*

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING PART I

OCTOBER 18, 1976, 2:00 P.M.

DOCUMENTS

OCT 29 1976

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino

Commissioner Salomon presided.

MINUTES:

Regular Meeting of October 18, 1976.

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 5, 1964.

Action: Over to the meeting of November 1, 1976.

41407-76 Reconsideration of Civil Service Commission action of August 2, 1976 - Special Report re background investigation for Class 8304 Deputy Sheriff.

Action: Over to the meeting of November 1, 1976.

41495-76 Appeal of staff's denial for a re-evaluation by a second oral board for the 9156 Senior Claims Investigator and 9157 Claims Adjuster oral appraisal examinations.

Action: Adopt Staff Report. Deny appeal of Roger J. Deeney.

41496-76 Appeal of staff's denial for a re-evaluation by a second oral board for the 9156 Senior Claims Investigator and the 9157 Claims Adjuster oral appraisal examinations.

Action: Adopt Staff Report. Deny appeal of Victor R. Belliveau.

42550-76 Appeal of staff's denial on rejection of background investigation for Class 8217 Station Officer.

Action: In Executive Session: Deny appeal of Ms. Faina Thiel. (Vote of 3 to 2; Commissioners Chow and Alioto dissent.)

42570-76 Cancellation of promotional examination for Class 2816 Chief, Bureau of Records and Statistics.

Action: Adopt Staff Report. Cancel the promotional examination announcement for Class 2816 Chief, Bureau of Records and Statistics issued April 30, 1976. Consider application of Norman Z. Smith as filed for the entrance examination.

42571-76 Request for reconsideration on staff denials re terms of examination announcements for 1240 Assistant Personnel Analyst, 1242 Personnel Analyst, and 1244 Senior Personnel Analyst.

Action:

1. Re the terms of the promotive examination announcement for Class 1244 Senior Personnel Analyst:

Deny appeals of Vernon Nulph, Cynthia Renner, Jerome Turay, Diane Nygaard ( re appeal of Cynthia Renner: Vote of 3 to 1; Commissioner Salomon dissents - Commissioner Chow momentarily excused).

2. Re terms of the promotive examination announcement for Class 1242 Personnel Analyst:



RECRUITMENT AND EXAMINATIONS: (continued)

Deny appeals of Marcel Conrad III, and Diane Nygaard.

3. Re the terms of the entrance examination announcement for Class 1240 and 1242:

Deny appeal of Diane Nygaard and Barbara Ezell.

42577-76 Q2 Police Officer - appeal re rejection on second trial, athletic test.

Action: Deny appeal of Mary Burns  
(Vote of 4 to 1 . Commissioner Salomon dissents)

CLASSIFICATION AND PAY:

0156-75 Impartiality of Civil Service classification titles.

Action: Adopt new consolidated class of 2709 School Custodian as recommended; amend all Civil Service and departmental records effective July 1, 1977.

1257-76 Survey of three vacant clerical positions, Municipal Railway, Public Utilities Commission.

Action: Adopt Staff Report.

1. Re classify three clerical positions in the Municipal Railway. Public Utilities Commission as follows:

<u>Current Class</u>	<u>Recommended Class</u>
1 - 1922 Sr. Inventory Clerk (Sch. 27.3 \$798M957)	1632 Sr. Account Clerk (Sch. 27.6 \$809M970)
2 - 1602 Cal. Machine Operator (Sch. 24.6 \$707M848)	1630 Account Clerk (Sch. 24.6 \$707M848)

2. Amend Annual Salary Ordinance Section 735010 to reflect this action.

1273 Reclassification of one vacant position in Class 0500 Inspector of Junior Traffic.

Action: Adopt Staff Report. Reclassify one position in Class 0500 Inspector of Junior Traffic (\$1787M) to Q50 Segeant (\$1787M); amend Annual Salary Ordinance Section 161010 accordingly.

1287-76 Survey of one new position approved in the 1976-77 budget of the Fire Department in Class 1224 Principal Payroll and Personnel Clerk.

Action: Adopt Staff Report.

1. Reallocate one position in Class 1224 Principal Payroll and Personnel Clerk, Sal. Sch. 30.8 \$430-51BW, \$935-1124M to its former classification 1222 Senior Payroll and Personnel Clerk Sal. Sch. 28.6 \$390-467BW, \$848-1016M.
2. Amend Annual Salary Ordinance Section 145012 to reflect this action.
3. Instruct Fire Department to submit a supplemental appropriation to amend their budget.

1305-76 The reallocation of two positions in the Board of Supervisors Office and the classification of new positions in the Budget Bureau.

Action: Off Calendar





CLASSIFICATION AND PAY: (continued)

- 1380-76 Classification of one new position in the San Francisco Unified School District.
- Action: Adopt Staff Report.
1. Classify one new position to Class 7345 Electrician.
  2. Advise San Francisco Unified School District to amend its salary resolution to reflect this action.
- 1399-76 Request for supervisorial differential adjustment re Salary Standardization Ordinance, Section IV.H.
- Action: Approve as indicated on report.
- 1430-76 Classification of one new position (budget B76-77), Juvenile Court.
- Action: Adopt Staff Report.
1. Delete one position in Class 7524 Institutional Utility Man Sch. 28.2, \$833M996, and Symbol "SC"/
  2. Add one new position in Class 1932 Assistant Storekeeper, Sch. 30.3, \$914M1098.
  3. Advise Department to submit Supplement Appropriation.
  4. Amend Annual Salary Ordinance Section 186010 accordingly.
- 1431-76 Request to classify one newly budgeted position in Class 5265 Architectural Associate I, San Francisco Community College District.
- Action: Adopt Staff Report.
1. Classify one position in Class 5265 Architectural Associate I (Sch. 39.5 \$644B777) as requested by the San Francisco Community College District.
  2. Advise the District to amend their Annual Salary Resolution accordingly.
- 1435-76 Review of Personal Services Contract between the San Francisco Police Department and Dr. Mimi Halper Silbert.
- Action: Personal Services Contract reviewed as to classification; forward to Purchaser of Supplies.
- 1442-76 Survey of one newly budgeted position (budget 1976-77), Department of Public Health, Community Mental Health Services.
- Action: Adopt Staff Report.
1. Classify one newly budgeted position to Class 2248 Assistant Director of Clinical Services II, Sal. Sch. 47.3.
  2. Amend Annual Salary Ordinance Section 563010 accordingly.
- 1443-76 Survey of three positions established in various budgets, Department of Public Health, San Francisco General Hospital, Accounting Division.
- Action: Adopt Staff Report.
1. Allocate one position previously established in the 1970-71 budget to Class 1656 Head Accountant (Sal. Sch. 43.0).
  2. Allocate one position previously established in the 1974-75 budget to Class 1654 Principal Accountant (Sal. Sch. 39.0).
  3. Allocate one position newly budgeted in the 1976-77 budget to Class 1654 Senior Accountant (Sal. Sch. 35.0).
  4. Amend Section 557010 of the Annual Salary Ordinance by removing the asterisks.



# IN-SERVICE ACTIVITIES:

- 2431-76 Special Report re employment status of eligible in Class 2724 School Custodian, Harvey McDowell, 137/E52
- Action: In Executive Session: Cancel all current examination and eligible status. No future employment with the City and County of San Francisco. (Vote of 3 to 2. Commissioners Salomon and Chow dissent).
- 2465-76 Suspension of Section 1.3 of the Administrative Provisions of the 1976-77 Annual Salary Ordinance to provide overtime compensation for certain employees in the San Francisco Community College District.
- Action: Adopt Staff Report.
- 2477-76 Request for approval of appointment above the entrance rate of employee in Class 1826 Associate Budget Analyst.
- Action: Adopt Staff Report. Approve request.
- 2478-76 Request for Supplemental Appropriation, Civil Service Commission, for implementation of an Employee Suggestion System.
- Action: Approve and forward to the Office of the Mayor.
- 2479-76 Appeal of Medical Rejection for Eugene Martone for Class S102 Conductor.
- Action: Refer to Medical Appeals Specialist at own expense.

# MISCELLANEOUS:

- 3040-76 From the heads of various departments requesting authorization to make non-civil-service appointments:
- Oral Authorization Numbers: 3506-3544
- Action: Approve.
- 3041-76 Requests from departments to back date requisitions and extension:
- |         |  |         |                      |
|---------|--|---------|----------------------|
| P-9050  | 1426 Senior Clerk Typist                   | 8-30-76 | S.F.U.S.D.           |
| T-60011 | 5410 Intergovernmental Affairs Coordinator | 9-1-76  | Mayor's Office       |
| T-60012 | 9740 Staff Asst. IV                        | 9-1-76  | Mayor's Office       |
| T-61001 | 9740 " " "                                 | 7-20-76 | Police Department    |
| T-61111 | 9736 " " II                                | 9-10-76 | " "                  |
| T-61002 | 9736 " " "                                 | 9-1-76  | " "                  |
| T-61004 | 9746 " " VII                               | 9-1-76  | " "                  |
| T-61003 | 9746 " " "                                 | 9-1-76  | " "                  |
| T-60099 | 9740 " " IV                                | 9-1-76  | Public Library       |
| T-60061 | 1402 Junior Clerk                          | 9-22-76 | only Social Services |
| T-60258 | 8207 Bldg. and Grounds Patrolman           | 9-16-76 | Public Works         |
| T-60006 | (Ext.) 7355 Truck Driver                   | 9-18-76 | " "                  |
| T-60207 | 7530 Street Cleaner                        | 9-12-76 | " "                  |

Action: Approve as recommended by Committee.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART II

OCTOBER 18, 1976, 3:00 P.M.

SEPARATION FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5358-76 William Green, 2302 Orderly CETA, Public Health (Laguna Honda Hospital) - 9-14-76.  
Action: Over to the meeting of November 1, 1976.
- 5359-76 Eric Horton, 8207 Building and Grounds Patrolman CETA, Police Department - 8-19-76.  
Action: Approve (Vote of 4 to 1; Commissioner Salomon dissents).
- 5360-76 Joaquin Ibarguen, 1424 Clerk Typist CETA, Municipal Court - 10-1-76.  
Action: Approve (Vote of 4 to 1; Commissioner Salomon dissents)
- 5361-76 Robert Quintanilla, 1404 Clerk CETA, Municipal Court - 10-1-76.  
Action: Approve.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5362-76 Vennie Watson, 2750 Laundry Worker 4/E2, Public Health (Laguna Honda Hospital) - 9-20-76.  
Action: Over to the meeting of November 15, 1976.
- 5363-76 Thomas Mahoney, 2604 Food Service Worker 4/E14, Public Health (Laguna Honda Hospital) -9-20-76.  
Action: Approve. Cancel all current examination and eligible status. Future application subject to review and approval of the General Manager, personnel after satisfactory completion of 6 months outside experience. Future employment subject to Medical clearance by the Civil Service Commission Medical Examiner.
- 5364-76 Jonathan E. Vogel, S102 Conductor 484/E11, Public Utilities Commission (Municipal Railway) - 8-17-76.  
Action: Off calendar.
- 5365-76 Dorree E. Donnelly, 1426 Senior Clerk Typist 8/E84, F.F. Community College District - 9-10-76  
Action: Return name to list. Not to be certified to the S.F. Community College District again.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5366-76 Ann P. Hillebrandt, 2903 Eligibility Worker 414/E7, Social Service - 9-3-76.  
Action: Approve. Not to be certified to the Department of Social Service again.
- 5367-76 Willie Reagan, 7530 Street Cleaner 27.5/E8, Public Works Street Cleaning - 9-3-76  
Action: Approve. Cancel all current examination and eligible status. Future application subject to review and approval of the General Manager, Personnel after completion of one year outside work experience. Not to be certified to Department of Public Works again.



RESIGNATIONS:

- 5368-76 Joanna Burke, 1424 Clerk Typist 77/E187, S. F. Community College District - 9-24-76/  
Action: Approve. Cancel all current examination and eligible status Future application subject to review and approval of the General Manager, Personnel after completing 6 months of outside work experience. Not to be certified to S. F Community College District again.
- 5369-76 Lee Dancer, S102 Conductor V147.5/E111, Public Utilities Commission (Municipal Railway) - 6-24-76  
Action: Approve. Not to be certified to the Municipal Railway again.
- 5370-76 Joseph Kaplan, S102 Conductor 19/E105, Public Utilities Commission (Municipal Railway) - 8-10-76.  
Action: Approve. Not to be certified to the Municipal Railway again.

AUTOMATIC RESIGNATIONS:

- 5371-76 Reconsideration of Civil Service Commission action September 7, 1976 - John Hopkins, 2724 School Custodian 57/E52, SF. Unified School District - 8-3-76.  
Action: 1. Rescind action of September 7, 1976.  
2. Refer to staff to handle administratively.  
3. Administrative Action: Return name to list without waiver.
- 5372-76 Chun Tok Lee, 2604 Food Service Worker 3/E92, Public Health (Laguna Honda Hospital) - 9-14-76.  
Action: Reinstate to permanent position without back pay. (Vote of 4 to 1. Commissioner Salomon dissents).
- 5373-76 Terrance O'Brien, 3416 Gardener 71/P4, S.F. Unified School District - 9-10-76.  
Action: Approve.
- 5374-76 Nancy Jennings, 2948 Senior Social Service Supervisor 4/E4, Social Service - 9-30-76.  
Action: Approve.
- 5375-76 Earl Powell, S102 Conductor 67/E103, Public Utilities Commission (Municipal Railway) - 9-24-76.  
Action: Approve.
- 5376-76 Jesse Lane, S102 Conductor V47/P85, Public Utilities Commission (Minicipal Railway) - 11-4-75.  
Action: Off calendar. Mr. Lane to apply for a disability retirement.
- 5377-76 Rosendo Marquez, 7560 Field Conservation Aid CETA, Recreation and Park - 9-24-76.  
Action: Approve.
- 5378-76 Robert Benson, 4202 Assessment Clerk CETA, Assessor's Office - 9-28-76.  
Action: Off calendar (deceased)





CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

NOVEMBER 1, 1976, 2:00 P.M.

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Powell  
Commissioner Tarantino  
Excused: Commissioner Chow  
Commissioner Salomon presided.

MINUTES:

Regular Meeting of October 18, 1976.

Action: Approve.

CLASSIFICATION AND PAY:

1399-76 Request for supervisorial differential adjustments re Salary Standardization Ordinance, Section IV.H.

Action: Approve as indicated in Staff Report.

1403-76 Retitling and amendment of Classes 1750 Photostat Operator and 1752 Senior Photostat Operator.

Action: Over to the meeting of November 15, 1976.

1445-76 Survey of one newly budgeted position at the Division of Outpatient Clinic Services, San Francisco General Hospital.

Action: Adopt Staff Report.

1. Establish new Classification 2454 Clinical Pharmacist (Sch. 41.6, \$1550M1873).
2. Allocate one position to this new classification
3. Amend Annual Salary Ordinance Section 557010 to reflect the deletion of one A125 and the addition of one 2454 Clinical Pharmacist position.

1459-76 Survey of positions in the Animal Keeper series; adoption of one new classification and amendments to class specifications 3320 Animal Keeper; 3322 Assistant Head Animal Keeper; 3324 Head Animal Keeper.

Action: Adopt Staff Report.

1. Amend class specifications 3320 Animal Keeper; 3322 Assistant Head Animal Keeper; 3324 Head Animal Keeper per tentative amended specifications.
2. Adopt new Class 3321 Senior Animal Keeper (Sch. 30.7 J \$428B514, \$931M1118) with salary range as provided by the 1976-77 budget of the department.
3. Allocate two newly budgeted positions to this new classification of 3321 Senior Animal Keeper.
4. Amend Annual Salary Ordinance Sections 651010 and 652010 to reflect these actions.

1460-76 Survey of Classification 7430 Institutional Barber, Department of Public Health, Laguna Honda Hospital.

Action: Adopt Staff Report.

1. Amend classification specification of 2302 Orderly.
2. Abolish Classification 7430 Institutional Barber.



CLASSIFICATION AND PAY: (continued)

1462-76 Survey of one new position in the 1976-77 budget, Department of Public Health, San Francisco General Hospital.

Action: Adopt Staff Report.

1. Establish a new classification of "Institutional Police Lieutenant" (J,Z \$463BW557).
2. Allocate one newly budgeted position in the 1976-77 budget to the new classification.
3. Amend Annual Salary Ordinance Section 557010 by removing the asterisk.

1464-76 Survey of three newly budgeted positions at the Division of Outpatient Clinic Services, San Francisco General Hospital.

Action: Adopt Staff Report.

1. Establish new Classification 2328 Nurse Practitioner (Sch. 36.8 \$1238M1492, J).
2. Allocate three positions to this classification.
3. Amend Annual Salary Ordinance Section 557012 to reflect the deletion of three A102's and the addition of three 2328 Nurse Practitioners.

1466-76 Survey of two newly budgeted positions in the Office of the County Parole Commission, Sheriff's Department.

Action: Over to the meeting of November 15, 1976.

1467-76 Submission to the Board of Supervisors of wage scales - private employment on public contracts, under provisions of Section 7.204 of the Charter.

Action: Adopt Staff Report and forward to the Board of Supervisors.

1468-76 Amendment to class specification for 2305 Psychiatric Technician.

Action: Adopt Staff Report. Amend class specification by adding two phrases to the second paragraph entitled, "Knowledge, Abilities and Skills."

IN-SERVICE ACTIVITIES:

2445-76 Request for approval of appointment above the entrance rate of employee in Class 8180 Principal Attorney.

Action: Adopt Staff Report. Approve the permanent exempt appointment of Michael Sorgen at Step 3 in the compensation schedule established for Class 8180 Principal Attorney.

2476-76 Suspension of Section 1.3 of the Administrative Provisions of the 1976-77 Annual Salary Ordinance to provide overtime compensation for certain employees in the Port of San Francisco.

Action: Adopt Staff Report.

2480-76 Proposed rule amendments to Section 2.26 - Seniority.

Action: Post for two weeks for adoption on November 15, 1976.

2481-76 Proposed rule amendments to Rules 1 through 6.

Action: Post for two weeks for adoption on November 15, 1976.

2491-76 Proposed rule amendments to Rules 8 and 9 - Examination Matters.

Action: Post for two weeks for adoption on November 15, 1976.



IN-SERVICE ACTIVITIES: (continued)

- 2503-76 Suspension of Section 1.3 of the Administrative Provisions of the Annual Salary Ordinance to provide overtime compensation for certain employees in the Recreation and Park Department.
- Action: Adopt Staff Report.
- 2505-76 Request from the District Attorney to staff one permanent position in Class 8158 Family Support Investigator II with two part-time employees.
- Action: Adopt Staff Report. Approve the District Attorney's appointing two permanent part-time employees exempt from the Civil Service provisions of the Charter to one full-time permanent position in Class 8156 Family Support Investigator II.
- 2506-76 Policy statement regarding the Employee Referral Program.
- Action: Approve.
- 2509-76 Request from the District Attorney for appointment above the entrance rate for four employees in Class 8158 Investigator and one employee in Class 8160 Assistant Chief Investigator.
- Action: Adopt Staff Report. Approve appointment above the entrance pending Controller's certification that funds are available.
- 2515-76 Special Report re employment status of eligible in Class S102 Conductor.
- Action: Remove name from list for Class S102 Conductor and S104 Motorman in accordance with the terms of the announcement.
- 2518-76 Transfer of Rule 9.16(C).
- Action: Post for two weeks for adoption on November 15, 1976.

MISCELLANEOUS:

- 3042-76 From the heads of various departments requesting authorization to make non-civil-service appointments:
- Oral Authorization Numbers: 3545-3558
- Action: Approve.
- 3043-76 Requests from departments to back date requisitions:
- |         |                        |         |                      |
|---------|------------------------|---------|----------------------|
| T-60065 | 9734 Staff Assistant I | 10-1-76 | Sheriff's Department |
| T-60066 | 9730 Staff Aide I      | 9-1-76  | " "                  |
- Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

- 40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 5, 1964.
- Action: Over to the meeting of November 15, 1976.
- 40293-76 Appeal of staff's denial of Loren Bialik's protest of oral rating for Class 2908 Hospital Eligibility Worker.
- Action: Adopt Staff Report. Deny appeal.
- 41407-76 Reconsideration of Civil Service Commission action of August 2, 1976 - Special Report re background investigation for Class 8304 Deputy Sheriff.
- Action: Off Calendar.



RECRUITMENT AND EXAMINATIONS: (continued)

42587-76 Request to cancel the 9356 Wharfinger II examination.

Action: Grant request. Cancel 9356 Wharfinger II examination.

REGULAR MEETING - PART II

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

5381-76 Raymond Addison, 2736 Porter CETA, Public Health (Laguna Honda Hospital) - 10-13-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service.

5382-76 William Green, 2302 Orderly CETA, Public Health (Laguna Honda Hospital) - 9-14-76.

Action: Approve.

5384-76 Ruben Cervantes, 7560 Field Conservation Aide CETA, Public Works (Street Cleaning) - 10-1-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of six months' work experience outside the City and County service. Not to be certified to the Department of Public Works again.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5385-76 William Snell, 2714 Janitor 86/E57, Recreation and Park - 10-5-76.

Action: Return name to list. Not to be certified to the Recreation and Park Department again. (Vote of 3 to 1. Commissioner Salomon dissents.)

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5386-76 Suzy Dixon, 1426 Senior Clerk Typist 18/E87, S.F. Unified School District - 10-14-76.

Action: Approve. Cancel all current examination and eligibility status. Future applications subject to review and approval of the General Manager, Personnel, after satisfactory completion of six months' work experience outside the City and County service. Not to be certified to the S.F. Unified School District again.

5387-76 Leon Jackson, 2903 Eligibility Worker 70/E7, Social Services - 10-19-76.

Action: Over to the meeting of November 15, 1976.

5388-76 Robert Rutherford, 7530 Street Cleaner 14/E9, Public Works (Street Cleaning) - 9-29-76.

Action: Over to the meeting of November 15, 1976.

RESIGNATIONS:

5389-76 Juanita Floyd, 1404 Clerk 4/E49, Public Health (San Francisco General Hospital) - 7-13-76.

Action: Approve. Future employment subject to medical clearance by the Civil Service Commission Medical Examiner.





RESIGNATIONS: (continued)

5390-76      Joseph Topping, 2952 Vocational Services Counselor 6/E2,  
Social Services - 9-30-76.

Action: Over to the meeting of November 15, 1976.

AUTOMATIC RESIGNATIONS:

5391-76      Karon Meneese, 1424 Clerk Typist CETA, Public Health (S.F.  
General Hospital) - 10-7-76.

Action: Approve.



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## SAN FRANCISCO CIVIL SERVICE COMMISSION

DARRELL J. SALOMON  
FRANK N. ALIOTO  
WILLIAM JACK CHOW  
GENEVIEVE POWELL  
JOSEPH C. TARANTINO

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

BERNARD ORSI

General Manager, Personnel

# SPECIAL MEETING

Room 154(3), City Hall = Calendar

November 1, 1976, 1:30 p.m.

= Action Taken

### IN-SERVICE ACTIVITIES IN EXECUTIVE SESSION:

2519-76

Recommendation of the City Attorney re settlement  
of Chaney, et al, versus the City and County of  
San Francisco.

Action: Adopt recommendations of the City Attorney.



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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

NOVEMBER 15, 1976, 2:00 P.M.

DOCUMENTS

NOV 23 1976

SAN FRANCISCO  
PUBLIC LIBRARY

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Powell  
Commissioner Tarantino

Excused: Commissioner Chow  
Commissioner Salomon presided

MINUTES:

Regular Meeting of November 1, 1976.

CLASSIFICATION AND PAY:

- 1403-76      Retitling and amendment of Classes 1750 Photostat Operator and 1752 Senior Photostat Operator.
- October 4, 1976: Over to meeting of November 1, 1976.  
November 1, 1976: Over to meeting of November 15, 1976.
- Action: Off Calendar. Refer to staff.
- 1466-76      Survey of two newly budgeted positions in the Office of the County Parole Commission, Sheriff's Department.
- November 1, 1976: Over to meeting of November 15, 1976.
- Action: Adopt Staff Report.
1. Classify two new positions as follows:  
8470 Executive Director, County Parole Commission  
(Sch. J, Z 45.3 \$1847M2231).  
8464 Assistant Secretary, County Parole Commission  
(Sch. 32.7 \$1024M1233).
  2. Allocate one position to Class 8470 and one position to Class 8464.
  3. Amend Annual Salary Ordinance Section 173010H to reflect the deletion of one Executive Secretary-Director, County Parole Commission and one 1446 Senior Clerk Stenographer and the creation of the 8470 and 8464 classification.
- 1485-76      Review of Personal Services Contract between the Department of Social Services and Colin Silverthorne, Ph.D., for the evaluation of a Demonstration Project currently being conducted by the Department.
- Action: Personal Services Contract reviewed as to classification; forward to Purchaser of Supplies.
- 1489-76      Survey of one budgeted position at San Francisco Community College District, Business Office.
- Action: Adopt Staff Report.
1. Classify one 1650 Accountant position (Sal. Sch. 31.0 \$947M1137) as budgeted.
  2. Advise the Community College District to amend their Annual Salary Resolution accordingly.
- 1490-76      Survey of one budgeted position at San Francisco Community College, City College Library.
- Action: Adopt Staff Report.
1. Classify one 3618 Library Technical Assistant II position (Sal. Sch. 29.7 \$983M1072) as budgeted.
  2. Advise the Community College District to amend their Annual Salary Resolution accordingly.



CLASSIFICATION AND PAY: (continued)

- 1491-76 Amend specification for Class 7472 Wire Rope Cable Maintenance Mechanic to establish a training level, Class 7472T Wire Rope Cable Maintenance Mechanic Trainee.
- Action: Adopt Staff Report.
1. Amend specification for Class 7472 Wire Rope Cable Maintenance Mechanic to include the sub classification for trainee: 7472T Wire Rope Cable Maintenance Mechanic Trainee (\$590BW Flat).
  2. Amend Annual Salary Ordinance Section 735011 accordingly.
- 1492-76 Survey of two budgeted positions at San Francisco Community College, Building and Grounds Division.
- Action: Adopt Staff Report.
1. Classify two 8207 Building and Grounds Patrolman positions as budgeted (Sal. Sch. 27.6 \$812M974).
  2. Advise the Community College District to amend their Annual Salary Resolution accordingly.
- 1493-76 Review of Personal Services Contract between the San Francisco Police Department and Raymond T. Galvin in connection with the "High Crime Targeting-Data Collection, Analysis and Utilization" Program.
- Action: Personal Services Contract reviewed as to classification; forward to Purchaser of Supplies.
- 1494-76 Survey of one budgeted position at San Francisco Community College, Computer Services Division.
- Action: Adopt Staff Report.
1. Classify one 1736 Electronic Data Processing Equipment Operator position (Sal. Sch. 28.7 \$854M1024) as budgeted.
  2. Advise the Community College District to amend the Annual Salary Resolution accordingly.
- 1495-76 Survey of one 1426 Senior Clerk Typist, Office of the Coroner
- Action: Adopt Staff Report.
1. Reclassify one Class 1426 Senior Clerk Typist (Sal. Sch. 26.1 \$348BW416) to Class 1440 Medical Transcriber Typist (Sal. Sch. 27.1 \$364BW436).
  2. Amend Section 223010 of the Annual Salary Ordinance accordingly.
- 1496-76 Review of Personal Services Contract between the Office of the Mayor and Paul D. Schaeffer.
- Action: Personal Services Contract reviewed; forward to Purchaser of Supplies.





IN-SERVICE ACTIVITIES:

- 2480-76      Proposed rule amendments to Section 2.26 - Seniority.
- November 1, 1976:    Post for two weeks for adoption on  
November 15, 1976.
- Action:    Adopt as amended.
- 2481-76      Proposed rule amendments to Rules 1 through 6.
- November 1, 1976:    Post for two weeks for adoption on  
November 15, 1976.
- Action:    Adopt as amended.
- 2491-76      Proposed rule amendments to Rules 8 and 9 - Examination  
Matters.
- November 1, 1976:    Post for two weeks for adoption on  
November 15, 1976.
- Action:    Adopt as amended.
- 2518-76      Transfer of Rule 9.16(C).
- November 1, 1976:    Post for two weeks for adoption on  
November 15, 1976.
- Action:    Adopt as amended.
- 2542-76      Suspension of Section 1.3 of the Administrative Provisions  
of the Annual Salary Ordinance to provide overtime compen-  
sation for certain employees in the Department of Public  
Health, San Francisco General Hospital.
- Action:    Adopt Staff Report.
- 2544-76      Appeal of Medical Rejection from Pedreu C. Lewis, 7334  
Stationary Engineer.
- Action:    Sustain medical rejection.    Place under waiver of  
employment until medically cleared.
- 2545-76      Request from the Department of Public Health, S.F. General  
Hospital, for appointment above the entrance rate for  
employees in Class 2114 Medical Record Technician Supervisor.
- Action:    Adopt Staff Report.    Appoint Yvonne Truitt at the  
fifth step, effective January, 1976, and Raymond Coleman at  
the third step, effective December 6, 1976, in the compen-  
sation schedule for Class 2114 Medical Record Technician  
Supervisor.
- 2547-76      Amendment to Civil Service Rules by adding new Rule 32A -  
Non-work Status Due to Temporary Reduction in Force Because  
of Inclement Weather or Other Unusual Circumstances.
- Action:Post for two weeks.
- 2548-76      Request for Supplemental Appropriation, Civil Service  
Commission, to implement Proposition B - Charter Section 8.346  
Disciplinary Action Against Striking Employees.
- Action:    Approve and forward to the Office of the Mayor.
- 2549-76      Request for Supplemental Appropriation, Civil Service  
Commission, to implement Proposition E - Charter Section 8.329  
Certification of Eligibles:    Rule of Three.
- Action:    Approve and forward to the Office of the Mayor.



IN-SERVICE ACTIVITIES: (continued)

- 2503-76 Suspension of Section 1.3 of the Administrative Provisions of the Annual Salary Ordinance to provide overtime compensation for certain employees in the Recreation and Park Department.

November 1, 1976: Over to meeting of November 15, 1976.

Action: Adopt Staff Report as amended. Suspension of Section 1.3 valid only during the months of December, January, February, June, July and August.

MISCELLANEOUS:

- 3044-76 From the heads of various departments requesting authorization to make non-civil-service appointments:

Oral Authorization Numbers: 3559-3592

Action: Approve.

- 3045-76 Requests from departments to back date requisitions:

T-60018 3632 Librarian II 11-3-76 Public Library

Action: Approve as recommended by Committee.

RECRUITMENT AND EXAMINATIONS:

- 04940-75 Protest re Oral Rating for Class 2462 Microbiologist.

Action: Deny Appeal of Erlinda Soncuya.

- 40143-76 Request that beginning date for general veteran's preference for Viet Nam service be amended from March 7, 1965 to August 5, 1964.

July 6, 1976: Over to meeting of July 19, 1976.

July 19, 1976: Over to meeting of August 2, 1976.

Aug. 2, 1976: Over to meeting of September 7, 1976.

Sept. 7, 1976: Over to meeting of September 20, 1976.

Staff to request City Attorney's opinion.

Sept. 20, 1976: Over to meeting of October 4, 1976.

Oct. 4, 1976: Over to meeting of October 18, 1976.

Oct. 18, 1976: Over to meeting of November 1, 1976.

Nov. 1, 1976: Over to meeting of November 15, 1976.

Action: Grant Appeal of Conrad Ruel.

- 42505-76 Appeal of the terms of the promotive examination announcement for Class 5212 Principal Civil Engineer.

Action: Over to the meeting of December 6.

- 42595-76 Appeal of staff's denial of protests of ratings in the Qualifications Appraisal Interview for Class 7212 Automotive Transit Equipment Supervisor.

Action: Over to the meeting of December 6. No further continuances will be granted. Recordings of oral interviews to be made available to appellants. Commissioner Tarantino appointed a Committee of one to review recordings.

- 42596-76 Appeal of unsatisfactory rating on background investigation for Class 8214 Parking Controlman and Class 8215 Traffic Controlman.

Action: Over to the meeting of December 6, 1976.

- 43600-76 Appeal of staff's denial of protests of ratings in the Qualifications Appraisal Interview for Class 2907 Eligibility Worker Supervisor.

Action: Adopt Staff Report. Deny appeals.



RECRUITMENT AND EXAMINATIONS: (continued)

43601-76 Appeal of staff's denial of protest re terms of the promotive examination announcement for Class 7108 Heavy Equipment Operations Assistant Supervisor.

Action: Adopt Staff Report. Approve staff's decision to include Class 7215 General Laborer Foreman and other such classes as eligible to compete and deny appeal as stated.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART II

NOVEMBER 15, 1976, 3:00 P.M.

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5394-76 Eleanor Aguilar, 8201 School Crossing Guard, Police Department (Traffic) - 2-27-76.  
Action: Approve without prejudice.
- 5395-76 Thomas Helton, 7560 Field Conservation Aide CETA, S.F. Port Commission - 10-22-76.  
Action: Over to the meeting of December 6, 1976.
- 5396-76 Tommy O'Neal, 7560 Field Conservation Aide CETA, S.F. Port Commission - 10-22-76.  
Action: Over to the meeting of December 6, 1976.
- 5397-76 Charles Osborn, 9702 Manpower Specialist I CETA, Mayor's Office (Employment and Training) - 10-20-76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of one year's work experience outside the City and County service.
- 5398-76 Dorothy M. Perkins, 1424 Clerk Typist CETA, Public Utilities Commission (Municipal Railway) - 10-22-76.  
Action: Approve. Not to be certified to the Public Utilities Commission again.
- 5399-76 Linwood Thomas, 7560 Field Conservation Aide CETA, S.F. Port Commission - 10-22-76.  
Action: Over to the meeting of December 6, 1976.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

- 5400-76 Vennie Watson, 2750 Laundry Worker 4/E2, Public Health (Laguna Honda Hospital) - 9-30-76.  
October 18, 1976: Over to meeting of November 15, 1976.  
Action: Off Calendar.
- 5401-76 Leslye Stockstill, 330 Deputy Clerk 63/E15, Municipal Court - 10-25-76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 6 months' work experience outside the City and County service.
- 5402-76 Mary Chung 2320 Registered Nurse 4/E408, Public Health (S.F. General Hospital) - 9-14-76.  
Action: Approve without prejudice.





TERMINATIONS OF TEMPORARY APPOINTMENTS:

- 5403-76 Leon Jackson, 2903 Eligibility Worker, Social Services - 10-19-76.
- November 1, 1976: Over to meeting of November 15, 1976.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 6 months' work experience outside the City and County service.
- 5404-76 Robert Rutherford, 7530 Street Cleaner 14/E9, Public Works (Street Cleaning) - 9-29-76.
- November 1, 1976: Over to meeting of November 15, 1976.
- Action: Return name to list. One more chance to establish a satisfactory work record.
- 5405-76 Henry J. Pickette, 7530 Street Cleaner 9/E7, Public Works (Street Cleaning) - 10-19-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one years' work experience outside the City and County service.
- 5406-76 Carole J. Mitchell (Swirnow), 2302 Orderly 24/E304, Public Health (Laguna Honda Hospital) - 9-30-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one years' work experience outside the City and County service.
- 5407-76 Wallace Butler, 2302 Orderly 10/E294, Public Health (S.F. General Hospital) - 10-18-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one years' work experience outside the City and County service.

RESIGNATIONS:

- 5408-76 Randy Falcone, Q2 Police Officer V6/E62, Police Department - 10-18-76.
- Action: Approve. No future employment with the City and County of San Francisco. The Commission unanimously stipulated the irrevocable nature of this action.
- 5409-76 Catherine Piper, 2320 Registered Nurse 11/E252, Public Health (S.F. General Hospital) - 9-17-76.
- Action: Approve. Future employment subject to clearance by the Civil Service Commission Medical Examiner.
- 5410-76 William McConico, S104 Motorman 68/E106, Public Utilities Commission (Municipal Railway) - 9-29-76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one years' work experience outside the City and County service.



RESIGNATIONS: (continued)

5411-76 Joseph Topping, 2952 Vocational Services Counselor 6/E2, Social Services - 9-30-76.

November 1, 1976: Over to meeting of November 15, 1976.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two years' work experience outside the City and County service. Not to be assigned to Department of Social Services again, (vote of 3 to 1. Commissioner Salomon dissents).

AUTOMATIC RESIGNATIONS:

5412-76 Jessica Hagedorn, 3540 Curatorial Aide CETA, Art Commission - 10-8-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one years' work experience outside the City and County service.

5413-76 Antonio Ilomin, 1630 Account Clerk CETA, Public Health (Northeast Mental Health Clinic) - 8-13-76.

Action: Off Calendar.

5414-76 Peter Quan, 2586 Health Worker II CETA, Public Health - (Northeast Mental Health Clinic) - 9-15-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one years' work experience outside the City and County service.

5415-76 James Schmitz, 9910 Public Service Trainee CETA, Mayor's Office (Employment and Training) - 10-22-76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one years' work experience outside the City and County service.



*Calendar - 12/11/76*  
CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

DECEMBER 6, 1976, 2:00 P.M.

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Chow  
Commissioner Tarantino  
Excused: Commissioner Powell  
Commissioner Salomon presided

MINUTES:

Regular Meeting of December 6, 1976.

CLASSIFICATION AND PAY:

- 1399-76 Request for supervisorial differential adjustments re Salary Standardization Ordinance, Section IV.H.  
Action: Adopt Staff Report.
- 1506-76 Consolidation of Classes S102 Conductor and S104 Motorman in the Municipal Railway.  
Action: Over to the meeting of December 20, 1976.
- 1507-76 Classification of three newly budgeted positions located at Financial Aids Division, San Francisco Community College.  
Action: Adopt Staff Report.  
  1. Classify one newly budgeted 1426 Senior Clerk Typist position to Class 1426 Senior Clerk Typist (Sch. 26.1 \$348-416 bw).
  2. Classify one newly budgeted 1446 Senior Clerk Stenographer position to Class 1446 Senior Clerk Stenographer (Sch. 26.6 \$356-426 bw).
  3. Classify one newly budgeted 1630 Account Clerk position to Class 1630 Account Clerk (Sch. 24.6 \$325-390 bw).
  4. Advise the San Francisco Community College District to Amend their Annual Salary Resolution accordingly.
- 1508-76 Reclassification of one 1202 Personnel Clerk to 1220 Payroll Clerk San Francisco Community College District.  
Action: Adopt Staff Report.  
  1. Reclassify one vacant position in class 1202 Personnel Clerk (Sch. 26.3 \$351-420 bw) to class 1220 Payroll Clerk (Sch. 26.6 \$356-426 bw).
  2. Advise the San Francisco Community College District to Amend their Annual Salary Resolution.
- 1516-76 Request to classify two newly budgeted positions and reclassify three existing positions in the Word Processing Center of the Unified School District.  
Action: Off Calendar.
- 1523-76 Survey of one budgeted position at San Francisco Community College, City College Student Activities Department.  
Action: Adopt Staff Report.  
  1. Classify one 8272 Campus Control Aide II position (Sal. Sch. 27.1 \$792M948) as budgeted.
  2. Advise the Community College District to amend its Annual Salary Resolution accordingly.



CLASSIFICATION AND PAY: (continued)

1524-76 Survey of one budgeted position at San Francisco Unified School District, Facilities Planning Division.

Action: Adopt Staff Report.

1. Classify one 5295 School Facilities Planner (Sal. Sch. 45.3 \$1847M2231) as budgeted.
2. Advise the Board of Education to amend their Annual Salary Resolution accordingly.

1534-76 Survey of one vacant position in class B412 Senior Clerk Stenographer, Public Utilities Commission, Personnel Office.

Action: Adopt Staff Report.

1. Reclassify one vacant position in class B412 Senior Clerk Stenographer (Sch. 28.6 \$848M1016) to class 1406 Senior Clerk (Sch. 26.6 \$774M927).
2. Amend Annual Salary Ordinance Section 735010 accordingly.
3. Advise Department to submit a companion supplemental appropriation.

1535-76 Survey of one 1446 Senior Clerk Stenographer, Department of Public Works.

Action: Adopt Staff Report.

1. Reclassify one Class 1446 Senior Clerk Stenographer (Sal. Sch. 26.6 \$356-426) to class 1426 Senior Clerk Typist (Sal. Sch. 26.1 \$348-416).
2. Amend Section 423010 of the Annual Salary Ordinance accordingly.

IN-SERVICE ACTIVITIES:

2510-76 Appeal of Medical Rejection for Phebe G. O'Shea.

- Action:
1. Refer to medical appeals specialist at own expense.
  2. Advise Mrs. O'Shea that as a non-resident she would be eligible only for those positions located outside San Francisco and with the San Francisco Unified School District and San Francisco Community College District.

2522-76 Request for appointment above the Entrance Rate for employee in Class 2230 Physician Sepcialist.

Action: Adopt Staff Report. Approve the permanent exempt appointment of Frank Wilson Jr., M.D. at step 3 in the Compensation Schedule established for class 2230 pending the Controller's Certification that funds are available.

2525-76 Request for appointment above the Entrance Rate for employee in class 8178 Senior Attorney.

Action: Adopt Staff Report. Approve the permanent appointment of David C. Moon at step 3 in the Compensation Schedule for class 8178 Senior Attorney when the Controller certifies that funds are available. (Vote of 3 to 1. Commissioner Salomon dissents).

2526-76 Request for appointment above the Entrance Rate for employee in class 8176 Trial Attorney.

Action: Adopt Staff Report. Approve the permanent appointment of Robert J. McCarthy at step 2 in the Compensation Schedule established for class 8176 Trial Attorney when the Controller certifies that funds are available. (Vote of 3 to 1. Commissioner Salomon dissents).





IN-SERVICE ACTIVITIES: (continued)

- 2527-76 Request for appointment above the Entrance Rate for employee in class 8176 Trial Attorney.
- Action: Adopt Staff Report. Approve the appointment of Luis Stelzner at step 4 in the Compensation Schedule for class 8176 Trial Attorney when the Controller certifies that funds are available. (Vote of 3 to 1. Commissioner Salomon dissents).
- 2530-76 Request for appointment above the Entrance Rate for employee in class 1839 Administrative Assistant to the Commission on Aging.
- Action: Adopt Staff Report: Approve the permanent appointment of Horace Browder at step 5 in the Compensation Schedule for class 1839 Administrative Assistant to the Commission on Aging pending the Controller's certification that funds are available.
- 2546-76 Special Report Re: Employment status of eligible in Class 1220 Payroll Clerk.
- Action: In Executive Session: Find John Harris eligible for certification.
- 2547-76 Proposed Rule Amendment to Civil Service Rules by adding new Rule 32A - Non Work Status Due to Temporary Reduction in Force because of Inclement weather or Other Unusual Circumstances.
- Action: Off Calendar.
- 2561-76 Suspension of Section 1.3 of the Administrative Provisions of the Annual Salary Ordinance to provide overtime compensation for employee in class 9738 Staff Assistant III, Special Project, Department of Public Health.
- Action: Adopt Staff Report.
- 2562-76 Suspension of Section 1.3 of the Administrative Provisions of the Annual Salary Ordinance to provide overtime compensation for employee in the Board of Supervisors.
- Action: Adopt Staff Report.
- 2569-76 Request for determination by Civil Service Commission of whether Leave Request is in the National or General Public Interest.
- Action: Adopt Staff Report. Advise Mr. H. Gilbert that his requested leave is not in the national or general public interest as provided in Rule 22.07.
- 2577-76 Suspension of Section 1.3 of the Administrative Provisions of the Annual Salary Ordinance to provide overtime Compensation for certain employees in the Department of Public Health.
- Action: Adopt Staff Report.
- 2578-76 Request from the Clerk of the Board of Supervisors for information re implementation of permanent part-time employment.
- Action: Off Calendar. Staff to consult with City Attorney.
- 2592-76 Proposed Revisions to Civil Service Commission Rule 25.02 (Automatic Resignation) and Deletion of Rule 22.11 (Failure to Return After Expiration of Leave).
- Action: Post for adoption at the meeting of January 3, 1977.



IN-SERVICE ACTIVITIES: (continued)

2596-76 Eligibility of Dennis Sweeney, 8326 Assistant Director, Boys Ranch School.

Action: Adopt Staff Report. Mr. Dennis Sweeney to retain his eligibility on list 8326 Assistant Director, Boys Ranch School (1/P2).

2606-76 Proposed deletions and amendments to Civil Service Commission Rules 10 through 15, and 20,22 and 33.

Action: Post for adoption at the meeting of December 20, 1976 to be effective December 27, 1976. Distribute to all department heads, personnel officers and employee organizations for review and comment.

2611-76 Proposed Rule Amendments to Rules 7,8, and 9.

Action: Post for adoption at the meeting of January 3, 1977. Distribute to all Department Heads, Personnel Officers, and Employee Organizations for review and comment.

2612-76 Resolution of Commendation for Jerry Posner Jr.

Action: Adopt.

2618-76 Proposed Amendments to Civil Service Commission Rule 1.03 - Employment Practices.

Action: Post for adoption at the meeting of December 20, 1976.

MISCELLANEOUS:

3046-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral Authroization Numbers: 3593-3657

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

42505-76 Appeal of the terms of the examination announcement for 5212 Principal Civil Engineer.

Action: Over to the meeting of December 20, 1976.

42596-76 Appeal of un-satisfactory rating given to Mary Ann Crosby on background investigation for Class 8214 Parking Controlman and 8215 Traffic Controlman.

Action: Uphold the decision of the San Francisco Police Department. Deny appeal of Mary Ann Crosby. Remove from eligible lists for Class 8214 and 8215.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART II

DECEMBER 6, 1976, 3:00 P.M.

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5460-76 Jeanette Johnson, 9910 Legal Stenographer Trainee, Civil Service Commission, CETA. 11/1/76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Civil Service Commission.
- 5461-76 Tommy O'Neal, 7560 Field Conservation Aide CETA, S.F. Port Commission. 10/22/76.
- November 15, 1976: Over to meeting of December 6, 1976.
- Action: Approve. Refer to Mayor's Office to explore other job possibilities under CETA.
- 5462-76 Anita Young, 1424 Clerk Typist, CETA, Public Health, Health Center #5. 10/1/76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Health.
- 5463-76 Charles Hopkins, 7560 Field Conservation Aide, CETA, Public Works - Street Cleaning - Dept. 42. 10/27/76.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Works.
- 5464-76 Thomas W. Helton, 7560 Field Conservation Aide, CETA, S.F. Port Commission/Maintenance. 10/22/76.
- November 15, 1976: Over to meeting of December 6, 1976.
- Action: Approve. Refer to Mayor's Office to explore other job possibilities under CETA.
- 5465-76 Linwood Thomas, 7560 Field Conservation Aide, CETA, S.F. Port Commission/Maintenance. 10/22/76.
- November 15, 1976: Over to meeting of December 6, 1976.
- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to S.F. Port Commission.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (promotive)

- 5466-76 Alphonse Richardson, 7530 Street Cleaner, 3/P-10, Public Works 10/25/76.
- Action: Off Calendar.



TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5467-76 James Darling, 2580 Coroner's Investigator, V-7/E-3, Chief Medical Examiner - Coroner. 11/15/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Medical Examiner - Coroner.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5468-76 Patrick Breen, 7381 Automotive Mechanic, 10/E-7, Purchasing - Central Shops. 11/5/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Purchasing.

5469-76 Carlton Simien, 2724 School Custodian, MALE, 16/E-53, School District - Custodial Services. 10/19/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to School District.

5470-76 Betty Brown, 3595 School Aide I, 116/E-1, School District - Paraprofessional. 10/27/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to School District.

5471-76 Aderal Drew, 2724 School Custodian, MALE, 119/E-53, School District - Custodial Services. 11/17/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to School District.

5472-76 Darryl Lenton, 7410 Automotive Serviceman, 42/E-6, Public Utilities Commission. 11/3/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Utilities Commission.

5473-76 Lavon Reed, 3595 School Aide I, 410/E-1, School District - Paraprofessional. 10/27/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to School District.





TERMINATIONS OF TEMPORARY APPOINTMENTS: (continued)

5474-76 Bonnie King, 1424 Clerk Typist, 55/E-188, Department of Social Services. 11/12/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Department of Social Services.

RESIGNATIONS:

5475-76 Emerson Major, 2714 Janitor, CETA, Public Works - Building Repair. 4/10/75.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Works.

5476-76 Rafael Trujillo, 1404 Clerk, 76/E-15, Public Health SFGH, 10/13/76.

Action: Approve without restriction to future employment.

5477-76 Stephen M. Johnson, 1426 Senior Clerk Typist, 24/E-83, School District - Elementary Schools. 10/22/76.

Action: Off Calendar.

5478-76 Marvetta Mahoney-Knebel, 2320 Registered Nurse, 2/E-346, Public Health, SFGH. 7/5/76.

Action: December 6, 1976: Over to meeting of December 20, 1976 at the request of the Department.

AUTOMATIC RESIGNATIONS:

5479-76 Eno Herbert, Jr., S104 Motorman, 50/E-95, S.F. Municipal Railway. 11/8/76.

Action: Off Calendar.

5480-76 Donald Jones, 7560 Field Conservation Aide, CETA, Recreation and Park. 11/10/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.

5481-76 Efigenio Rivollis, 9110 Fare Collections Receiver, 9/E-16, Public Utilities Commission. 10/5/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Utilities Commission.

5482-76 William King, 2302 Orderly, 1/E-183, Health - Laguna Honda Hospital. 11/16/76.

Action: December 6, 1976: Over to meeting of January 3, 1977.



AUTOMATIC RESIGNATIONS: (continued)

5483-76 Doris Scott, 2302 Orderly, 1/E-255, Health Laguna Honda Hospital. 11/16/76.

Action: December 6, 1976: Over to meeting of December 20, 1976.

5484-76 Carolyn Roberts, 1424 Clerk Typist, 362/E-181, Recreation and Park. 11/15/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.

5485-76 John Loscutoff, 7334 Stationary Engineer, V-8/E-15, Public Works, Building Repair. 11/8/76.

Action: Approve. Return name to list until medically cleared by the Civil Service Commission Medical Examiner after reconsideration of the Employee Referral Program. Not to be certified again to Department of Public Works.

5486-76 Ruth Evanoff, 1424 Clerk Typist, 3/E-21, Social Services. 10/28/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Department of Social Services. Future employment subject to Medical clearance by the Civil Service Commission Medical Examiner.

5487-76 Charles Quistgard, 7347 Plumber, V-35/E-3, Public Works, Building Repair. 9/14/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Works.

5488-76 Antonio Salazar, S104 Motorman, 24/E-92, S.F. Municipal Railway. 11/10/76.

Action: December 6, 1976: Over to meeting of December 20, 1976.

Special Order (IN EXECUTIVE SESSION):

RESIGNATION:

5489-76 James M. Barreras, 3595 School Aide I, School District - Paraprofessional 146/E-1, 11/8/76.

Action: Approve. No future employment with the City and County of San Francisco. (This includes the SFUSD and the SFCCD.)



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART I

DECEMBER 20, 1976, 2:00 P.M.

Present: Commissioner Salomon  
Commissioner Alioto  
Commissioner Chow  
Commissioner Powell  
Commissioner Tarantino

Commissioner Salomon presided

EX-101-11113

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MINUTES:

Regular Meeting of December 6, 1976.: Approve.

IN-SERVICE ACTIVITIES:

- 2612-76 Resolution of Commendation for Jerry Posner, Jr.  
  
December 6, 1976: Adopt.  
  
Action: Over to the meeting of January 3, 1977 for the purpose of presentation.
- 2618-76 Proposed Amendments to Civil Service Commission Rule 1.03 - Employment Practices.  
  
December 6, 1976: Post for adoption at the meeting of December 20, 1976.  
  
Action: Over to the meeting of February 22, 1977.
- 2585-76 Appeal of Staff's Denial of Requests for Supervisory Differential Adjustment by certain employees in various departments.  
  
Action: Appeals of John Rutherford, Andrew Nielson, Norman Mc Innis; over to meeting of January 3, 1977. Deny appeals of Moses Byes, Billy S. Bobo (vote of 4 to 1; Commissioner Powell dissents), and Helmer Adler.
- 2587-76 Appeal of Staff Denial of Request for Appointment Above The Entrance Rate For Employee in Class 8106 Legal Process Clerk.  
  
Action: Adopt Staff Report. Deny Appeal of Paula Pearlman.
- 2606-76 Proposed deletions and amendments to Civil Service Commission Rules 10 through 15, 20, 22, and 33.  
  
December 6, 1976: Post for adoption at the meeting of December 20, 1976 to be effective December 27, 1976. Distribute to all Department Heads, Personnel Officers and Employee Organizations for review and comment.  
  
Action: Adopt proposed Rule 11.02 and amend Civil Service Commission Rules 13.01, 13.02, and 13.03 effective December 27, 1976. All other proposed Rule changes over to the meeting of January 3, 1977.
- 2610-76 Appeal of Staff Denial of Request for Appointment Above the Entrance Rate for Employee in Class 9176 School Transportation Scheduler.  
  
Action: Adopt Staff Report. Deny Appeal of Dennis Garden.
- 2617-76 Request for Approval Under Section 1.3 of the Annual Salary Ordinance to Provide Overtime Compensation for Employee in Class 4130 Convention Facilities Assistant Manager, Real Estate.  
  
Action: Adopt Staff Report. Approve request of Wallace Wortman.



IN-SERVICE ACTIVITIES (continued)

- 2632-76 Request for Approval Under Section 1.3 of the Annual Salary Ordinance to Provide Overtime and Holiday Compensation for Certain Employees in Juvenile Court.
- Action: Adopt Staff Report. Grant request of Joseph Botka.
- 2638-76 Resolution of Commendation for James F. Wurm, upon his retirement.
- Action: Adopt.
- 2642-76 Appointment Status of an Eligible on the 1826 Associate Budget Analyst List E-2.
- Action: Pio Cano to remain under waiver for both permanent and temporary calls for this classification until such time that the staff of the Civil Service Commission receives additional information in order to make a final recommendation.
- 2643-76 Special Report Re: Employment Status of Eligible in Class S102 Conductor.
- Action: Remove name of Domingo Balinton from eligible list for Class S102 Conductor and Class S104 Motorman.
- 2651-76 From Ann Gainer, R.N., - Appeal of the action of the Director, Health Care Services in placing her on sick leave.
- Action: Return to Duty to a position in Class 2320 Registered Nurse, Department of Public Health without back pay (vote of 4 to 1; Commissioner Salomon dissents).

CLASSIFICATION AND PAY:

- 1299-76 Request Of The San Francisco Police Department To Abolish Class 8256 Police Motor Vehicles Inspector.
- Action: Abolish Class 8256 Police Motor Vehicles Inspector (B/W \$529-638); delete this class and rate of pay from the Salary Standardization Ordinance.
- 1323-76 Survey of Five Positions at the Adult Probation Department.
- Action: Adopt Staff Report.
1. Delete the following positions:
    - 3 (vacant) 8442 Senior Probation Officer (Sal.Sch. 37.5 \$1268M1531).
    - 1 (vacant) 1430 Transcriber Typist (Sal. Sch. 25.1 \$722M866).
    - 1 1842 Management Assistant (Sal. Sch. 34.0 \$1083M1303) (when it does not adversely affect the incumbent).
  2. Allocate five positions to the following classes:
    - 2 to 8434 Supervising Adult Probation Officer (Sal. Sch. 39.5 \$1401M1690).
    - 1 to 1432 Senior Transcriber Typist (Sal. Sch. 27.1 \$792M948)
    - 1 to 1424 Clerk Typist (Sal. Sch. 24.1 \$689M829).
    - 1 to 1844 Senior Management Assistant (Sal. Sch. 37.0 \$1244M1503).
  3. Amend Annual Salary Ordinance Section 111010 accordingly.
  4. Advise Department to submit companion supplemental appropriation.
- 1352-76 Reclassification of one vacant position in Class 8302 Police Matron, Police Department.
- Action: Off Calendar.





CLASSIFICATION AND PAY: (continued)

- 1399-76 Request for Supervisorial differential adjustments re Salary Standardization Ordinance, Section IV.H.
- Action: Approve request of Yee Fung Wong.
- 1506-76 Consolidation of Classes S102 Conductor and S104 Motorman in the Municipal Railway.
- Action: Over to the meeting of February 7, 1977.
- 1511-76 Survey of One Budgeted Position, San Francisco Unified School District, Facilities Planning Division.
- Action: Adopt Staff Report.
1. Classify one 1650 Accountant Position (Sal. Sch. 31.0 \$947M1137) as budgeted.
  2. Advise the Board of Education to amend their Annual Salary Resolution accordingly.
- 1541-76 Classification of One New Position (Budget 1976-77) Public Utilities Commission, Municipal Railway.
- Action: Adopt Staff Report.
1. Classify one position in Class 1934 Storekeeper, Sch. 30.3, \$420-505BW.
  2. Amend Annual Salary Ordinance Section 735010 accordingly (delete SC symbol).
- 1544-76 Survey of One 1654 Principal Accountant Position, Community College District.
- Action: Adopt Staff Report.
1. Reclassify one 1654 Principal Accountant to Class 1656 Head Accountant when it will not adversely affect the incumbent.
  2. Advise San Francisco Community College District to amend its Annual Salary Resolution accordingly.
- 1555-76 Survey of One Budgeted Position at The San Francisco Unified School District, Classified Personnel Office.
- Action: Adopt Staff Report.
1. Classify one 1202 Personnel Clerk position (Sal. Sch. 26.3 \$766M917) as budgeted.
  2. Advise the Board of Education to amend their Annual Salary Resolution accordingly.
- 1561-76 Review of Personal Services Contract Between The Department of Public Health and The Commission for Administrative Services in Hospitals.
- Action: Contract Reviewed; forward to Purchaser of Supplies.
- 1564-76 Classification of Two Positions Approved in the 1976-77 Budget of the Public Utilities Commission, Municipal Railway.
- Action: Over to the meeting of January 3, 1977.
- 1565-76 Survey of One Budgeted Position at San Francisco Unified School District, Payroll Division.
- Action: Adopt Staff Report.
1. Classify one 1602 Calculating Machine Operator position (Sal. Sch. 24.6 \$709M851) as budgeted.



CLASSIFICATION AND PAY: (continued)

2. Advise the Board of Education to amend their Annual Salary Resolution accordingly.

1567-76 Amendments to the Annual Salary Ordinance Reflecting the Establishment and Deletion of Positions in the Rehabilitation Assistant Program, Bureau of Building Inspection, Department of Public Works Including the Classification of Two New Positions.

Action: Adopt Staff Report.

1. Amend Annual Salary Ordinance Section 415099, Department of Public Works, Bureau of Building Inspection to reflect the deletion of 9 positions and the establishment of four positions as indicated in the Staff Report.
2. Allocate two new positions as follows:
  - a) 1 - 1626 Junior Account Clerk (Sch. 21.1 \$278B332, 605M722).
  - b) 1 - 1842 Management Assistant, (Sch. 34.0 \$498B599, 1033M1303).

1568-76 Establishment of One New Position, Mayor's Office.

Action: Adopt Staff Report.

1. Adopt new class of 1898 Executive Deputy for Program and Fiscal Administration (J Z \$1551 - 1551 B/W); allocate one position to this new class.
2. Amend Annual Salary Ordinance Section 151010 accordingly. (Vote of 3 to 2. Commissioners Salomon and Alioto dissent).

ADDENDUM:

1403-76 Retitling and amendment of Classes 1750 Photostat Operator (Sch. 28.6 \$390B476, \$848M1016) and 1752 Senior Photostat Operator (Sch. 30.3 \$420B505, \$914M1098).

Action: Over to the meeting of January 3, 1977.

1580-76 Classification of Two New Positions In the Civil Service Personnel Department, Certification Office.

Action: Adopt Staff Report.

1. Classify two newly budgeted positions as 1 - 1202 Personnel Clerk (Sch. 26.3 \$763M914) and 1 - 1204 Senior Personnel Clerk (Sch. 27.8 \$816M977).
2. Amend Annual Salary Ordinance Section 121010 accordingly.

MISCELLANEOUS:

3047-76 From the heads of various departments requesting authorization to make non-civil service appointments:

Oral Authorization Numbers: 3658-3716.

Action: Approve.

RECRUITMENT AND EXAMINATIONS:

41427-76 Request to Exempt Part-Time, As Needed 2320 Registered Nurses.

Action: Approve Request.



RECRUITMENT AND EXAMINATIONS: (continued)

42505-76 Appeal of the Terms of the Examination Announcement for 5212 Principal Civil Engineer.

November 15, 1976: Over to meeting of December 6, 1976.

December 6, 1976: Over to meeting of December 20, 1976.

Action: Deny appeal.

42595-76 Appeal of Staff's Denial of Protests on the Scores Awarded in the Qualifications Appraisal Interview Portion of the Examination for Class 7212 Automotive Transit Equipment Supervisor.

Action: Allow appeal. A new Qualifications Appraisal Interview to be scheduled.

43633-76 Request For Reconsideration of Staff's Denial of Eligibility to Compete in Entrance Examination for 1240 Assistant Personnel Analyst.

Action: Adopt Staff Report.

43639-76 Appeal of Staff Action on Key Protests on Probation Officer Series of Examinations.

Action: Adopt Staff Report. Adopt key as amended.

43644-76 Q-2 Police Officer Special Report.

Action: Deny appeal of Ronald V. Licardo.



CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - PART II

DECEMBER 20, 1976, 3:00 P.M.

Commissioner Tarantino excused  
Commissioner Chow excused after item 5503-76

SEPARATIONS FROM SERVICE:

TERMINATIONS OF LIMITED TENURE APPOINTMENTS:

- 5493-76 Tommie Steele, Jr. 8207 Building & Grounds Patrolman, Police Department, CETA, 11/8/76.  
Action: Off Calendar. (Resignation submitted).
- 5494-76 Tyrone White, 3320 Animal Keeper, Recreation and Park Department, CETA, 12/6/76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.
- 5495-76 Freddie Bedford, 1424 Clerk Typist, S.F. Community College District, CETA, 12/2/76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 2 years' work experience outside the City and County service. Not to be certified again to S.F. Community College District. (Vote of 3 to 1 Commissioner Salomon dissents).
- 5496-76 Wardell Reglin, 7560 Field Conservation Aide, Recreation and Park Department, CETA, 11/23/76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.
- 5497-76 John Wlodyga, 7560 Field Conservation Aide, Recreation and Park Department, CETA, 11/23/76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.
- 5498-76 Arthur Meastas, 7560 Field Conservation Aide, Recreation and Park Department, CETA, 11/24/76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.
- 5499-76 Larry Block, 7560 Field Conservation Aide, Recreation and Park Department, CETA, 11/23/76.  
Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.





TERMINATIONS OF LIMITED TENURE APPOINTMENTS: (continued)

5500-76 Jan Elmore, 7560 Field Conservation Aide, Recreation and Park Department, CETA, 11/23/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.

5501-76 Chai Cho, 7560 Field Conservation Aide, Public Works, CETA, 11/19/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Works.

5502-76 Tyrone Blake, 7560 Field Conservation Aide, M.O.E.T. Housing & Relocation, 8/23/76.

Action: Disapprove. Reinstate without back pay to a position in Class 7560 Field Conservation Aide, M.O.E.T.

TERMINATIONS OF PROBATIONARY APPOINTMENTS: (entrance)

5503-76 Ray Buckner, 2724 School Custodian, 2/E-346, S.F. Community College District, 12/3/76.

Action: Return name to list. Future employment subject to medical clearance by the Civil Service Commission medical Examiner. Not to be certified again to the S.F. Community College District.

5504-76 Florida Jackson, 2320 Registered Nurse, 12/E-379, Public Health, V.D. Control Program, 11/30/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Health.

TERMINATIONS OF TEMPORARY APPOINTMENTS:

5505-76 Louis Spencer, 1424 Clerk Typist, 248/E-176, Public Health, 12/7/76.

Action: Over to the meeting of January 3, 1977.

RESIGNATIONS:

5506-76 Maryetta Mahoney-Knebel, 2320 Registered Nurse, 2/E-346, Public Health, SFGH, 7/7/76.

December 6, 1976: Over to meeting of December 20, 1976.

Action: Off Calendar.

5507-76 Nathan Adams, S104 Motorman, 304/E-107, S.F. Municipal Railway, 10/22/76.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel, after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to S.F. Municipal Railway. Future employment subject to medical clearance by the Civil Service Commission medical examiner.



AUTOMATIC RESIGNATIONS:

- 5508-76     Everett Zenon, 9910 Public Service Trainee, Public Utilities Commission, 11/9/76.
- Action:    Approve.    Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Utilities Commission.
- 5509-76     Dean Ardinger, 3416 Gardener, 52/P-4, Recreation and Park Department, 12/7/76.
- Action:    Approve.    Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.
- 5510-76     Adrean Clark, 2302 Orderly, 1/E-193, Public Health, LHH, 11/17/76.
- Action:    Approve.    Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Health.
- 5511-76     Antonio Salazar, S104 Motorman, 24/E-92, S.F. Municipal Railway, 11/10/76.
- December 6, 1976:    Over to meeting of December 20, 1976.
- Action:    Off Calendar.
- 5512-76     Leon Bivins, 7560 Field Conservation Aide, Recreation and Park Department, CETA, 11/24/76.
- Action:    Approve.    Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Recreation and Park Department.
- 5513-76     Larry Poston, 2736 Porter, Public Health SFGH, CETA, 10/19/76.
- Action:    Approve.    Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of 12 months' work experience outside the City and County service. Not to be certified again to Public Health.
- 5514-76     Doris Scott, 2302 Orderly, 1/E-255, Public Health, LHH, 11/16/76.
- December 6, 1976:    Over to meeting of December 20, 1976.
- Action:    Off Calendar.









